



A G E N D A

Meeting of the Scotts Valley City Council

Date: August 16, 2017

Time: 6:00 pm

CITY OF SCOTTS VALLEY 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5602	MEETING LOCATION City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066	POSTING: The agenda was posted 8-11-17 at City Hall, SV Senior Center, SV Library and on the Internet at www.scottsvalley.org .
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Elected Officials Randy Johnson, Mayor Jim Reed, Vice Mayor Stephany E. Aguilar, Council Member Jack Dilles, Council Member Donna Lind, Council Member	City Staff Members Jenny Haruyama, City Manager Kirsten Powell, City Attorney Taylor Bateman, Acting Community Development Dir Scott Hamby, Public Works Director Steve Walpole, Chief of Police Tracy Ferrara, City Clerk
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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.

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.scottsvalley.org 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.scottsvalley.org.

Televised Meetings:

City Council meetings are cablecast "Live" on Community Television of Santa Cruz County on Comcast Channel 25.

CALL TO ORDER 6:00 p.m.

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

ROLL CALL

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 to make and/or submit written or 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.)

ALTERATIONS TO CONSENT AGENDA

(Council can remove or add items to the Consent Agenda.)

CONSENT AGENDA

(The Consent Agenda is comprised of items which appear to be non-controversial. Persons wishing to speak on any items may do so raising their hand to be recognized by the Mayor.)

- A. Approve City Council meeting minutes 8-2-17
- B. Approve check register – 7-31-17, 8-4-17, 8-9-17
- C. Approve Resolution No. 1933 authorizing the submittal of the Transportation Development Act (TDA) fund claim form to the Santa Cruz County Regional Transportation Commission (SCCRTC) for the Mount Hermon Road/Scotts Valley Drive/Whispering Pines Drive Intersection Operations Improvement Project

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. Consideration of proposed ADA Accessibility Committee meeting schedule and clarification regarding the Committee's purpose and scope (Planning/Bateman)

PUBLIC HEARING (To be heard at 6:30 p.m.)

2. Consideration of increase in wastewater service fee rates for FY 2017/18 to 2019/20 (PublicWorks/Hamby)
 - Open public hearing
 - Close public hearing
 - Approve Resolution No. 1198.68

REGULAR AGENDA

(For Regular Agenda items following the public hearing. Regularly scheduled subjects of discussion on the Regular Agenda include:)

3. Future Council agenda items
(This portion of the Regular Agenda allows the Council to determine items to be placed on a future agenda and to choose a date, if so desired.)

ADJOURNMENT

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) 440-5602 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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DATE: 8-16-2017



MINUTES

Meeting of the Scotts Valley City Council

Date: August 2, 2017

POSTING:

The agenda was posted on 7-28-17
at City Hall, the SV Senior Center, and
the SV Library, by the City Clerk.

CALL TO ORDER

6:00 p.m.

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

ROLL CALL

Present:

Mayor Johnson
Vice Mayor Reed
Council Member Aguilar
Council Member Dilles
Council Member Lind

City Manager Haruyama
City Attorney Powell
Police Chief Walpole
Public Wks Director Hamby
Civil Engineer Kahn
City Clerk Ferrara

Absent:

Acting Community Development Dir Bateman

SPECIAL SET MATTER

Mayor Johnson presented a Mayor's Proclamation for
Childhood Cancer Awareness Month to Jacob's Heart

COMMITTEE REPORTS

CM Dilles reported that he attended the Clean Air Leadership Awards, sponsored by the Monterey Bay Air Resources District and AMBAG, to accept a Clean Air Leadership Award for the City of Scotts Valley, which we received for a 25% reduction in our community-wide greenhouse gases between 2005 and 2015.

CM Aguilar reported that the City of Scotts Valley will receive a 2017 Silver Level Beacon Award for green house reductions at the League of California Cities Conference this September.

CM Lind reported that she attended Criminal Justice Council Executive Committee meeting where they are working on a youth violence prevention workshop planned for next spring.

CM Lind reported Santa Margarita Groundwater Sustainability Agency Formation Committee held a meeting with private well owners and received four applications from those private well owners to serve on the Santa Margarita Groundwater Sustainability Agency. The private well

owners self-selected two regular members and one alternate from those applications to serve on the Santa Margarita Groundwater Sustainability Agency.

CM Lind reported that she attended the Local Agency Formation Commission (LAFCO) where they approved various spheres of influence and received an update on the Mid-County Fire Agency Consolidation Feasibility Study.

CITY MANAGER REPORT

Senior Center Annual General Meeting & Tri-Tip Dinner: The Senior Center Annual General Meeting and Tri-Tip Dinner is scheduled for Friday, August 18, 2017. Meeting is at 4:30pm followed by dinner at 5 pm at the Senior Center. Scott Hamby, Kristen Ard, and I will be helping out again this year with the food preparation.

Community Outreach – Proposed Sewer Rate Adjustments: As part of the City's outreach regarding proposed sewer rate adjustments, an informational meeting for the general public will be held on Saturday, August 5, 2017 from 11 am – 1 pm at the Community Center. Staff has also been meeting with mobile home park managers, service clubs, and the business community.

Selection of new Scotts Valley Fire District Chief: A new Fire Chief has been selected to replace retiring Chief, Dan Grebil. The Fire Board has selected Chief Steve Kovacs to serve as the new Fire Chief, who will begin work on Monday, August 7, 2017.

Art Walk Opening Ceremony: The Art Walk Opening Ceremony, sponsored by the SV Arts Commission was last Saturday, July 30, 2017 and featured 7 different sculptures located at Skypark, the Library, Performing Arts Center, Senior Center, and Community Center. The art will be on display through Saturday, October 21, 2017. Be sure to stop by the Recreation Office and vote for your favorite!

Music at Skypark: If you missed last Sunday's 9th Annual Music at Skypark sponsored by Kiwanis – no worries! There are two more events - Sunday, August 27, 2017 and Sunday, September 24, 2017.

Business Licenses: Just a reminder to local businesses to pay their business license renewal fee by August 31 at 5 pm to avoid additional penalties. Call (831) 440-5611 if you have questions.

ADA improvements: ADA improvement work to the restrooms at City Hall and the Council Chambers is substantially completed and will be finished this week. Work will begin on the restrooms at Siltanen Park on next Monday, August 7 and will be completed in 4 weeks. During that time the restrooms will be accessible intermittently and portable restrooms will be available. Public Works is coordinating with the Recreation Department to minimize disturbance to the pre-school and swim programs.

SVPD Junior Police Academy: Congratulations to our last Junior Police Academy of the Summer –they graduate this Friday, August 4, 2017.

Police Department Promotions: The Scotts Valley Police Department recently concluded an internal promotional testing process this week to fill vacant Sergeant and Lieutenant positions. Congratulations to Mike Dean, who was selected to be the Department's Patrol Lieutenant and Brandon Polito, who will serve as a Patrol Sergeant and continue to be the City's K9 Officer.

Chief Walpole announced that the Annual DARE Golf Tournament will be held on Friday, August 25, 2017 at 8:00 am at Valley Gardens Golf Course. The cost is \$65 per person, which includes a barbecue lunch. Additional information is available from the Scotts Valley Police Department for participation and/or sponsorship opportunities.

PUBLIC COMMENT

No one came forward.

ALTERATIONS TO CONSENT AGENDA

M/S: Aguilar/Lind

To approve the Consent Agenda.

Carried 5/0 (AYES: Aguilar, Dilles, Johnson, Lind, Reed)

Consent Agenda:

- A. Approve City Council meeting minutes 6-21-17, 5-17-17
- B. Approve check registers – 6-16-17, 6-23-17, 6-30-17, 7-5-17, 7-12-17, 7-13-17, 7-20-17, 7-28-17
- C. Approve and ratify Council Member Jack Dilles' appointment of Kate Hodgkin Halversen to the Parks & Recreation Advocates
- D. Approve the Lot Line Adjustment between APN 021-271-05 (Wastewater Treatment Plant) and APN 021-061-25 (City of Scotts Valley Public Works Corporation Yard)
- E. Approve Resolution No. 1924.01 approving the Parcel Map for MLD 16-100, 187 Hacienda Drive, APN 023-181-10
- F. Approve Resolution No. 1895.20 approving the Public Access Easement for Dorm Area (Formerly California Court & Parkway) APN 023-072-01 (Portion) and APN 023-041-09 (Portion)
- G. Approve Resolution No. 1596.41 authorizing the levy of the annual special tax roll for Scotts Valley Drive for the Community Facilities District 97-1 for the fiscal year 2017/2018

ALTERATIONS TO REGULAR AGENDA

M/S: Reed/Dilles

To approve the Regular Agenda.

Carried 5/0 (AYES: Aguilar, Dilles, Johnson, Lind, Reed)

REGULAR AGENDA

1. Consider approval of budget appropriation and agreement with Granite Construction, Inc, for the Mount Hermon Road/Scotts Valley Drive/Whispering Pines Drive Intersection Improvement Project and Amendment No. 2 to the Agreement for Professional Services with Mesiti-Miller

CE Kahn presented the written staff report and responded to questions from Council.

M/S: Aguilar/Dilles

To authorize a budget expenditure appropriation in the amount of \$115,927 from Fund 8, Traffic Impact Mitigation, \$160,615 from Fund 155, Measure D Sales Tax for Transportation, and \$40,927 from development impact fees.

Carried 5/0 (AYES: Aguilar, Dilles, Johnson, Lind, Reed)

M/S: Aguilar/Dilles

To approve the agreement with Granite Construction Incorporated for the Mount Hermon Road/Scotts Valley Drive/Whispering Pines Drive Intersection Improvement Project and authorize the City Manger to execute the agreement.

Carried 5/0 (AYES: Aguilar, Dilles, Johnson, Lind, Reed)

M/S: Aguilar/Dilles

To approve the Amendment to the Professional Services Agreement with Mesiti-Miller Engineering for Construction Support Services of the Mount Hermon Road/Scotts Valley Drive/Whispering Pines Drive Intersection Improvement Project authorize the City Manager to execute the amendment.

Carried 5/0 (AYES: Aguilar, Dilles, Johnson, Lind, Reed)

2. Future Council agenda items

None.

Mayor Johnson announced that the closed session item will be continued to the next regular City Council meeting of August 16, 2017.

~~CONVENE TO CLOSED SESSION~~

The City Council convened to closed session at _____ p.m. to discuss the following items:

- ~~1. Pursuant to Government Code Section 54957, the City Council met in closed session for City Manager Performance Evaluation.~~

ADJOURNMENT

The meeting adjourned at 7:05 p.m.

Approved: _____

Randy Johnson, Mayor

Attest: _____

Tracy A. Ferrara, City Clerk

CONSENT AGENDA ITEM B

DATE: 8-16-2017

SCOTTS VALLEY ACCOUNTS PAYABLE
07/28/2017 12:06:31 Check Register

CITY OF SCOTTS VALLEY
GL050S-V08.05 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 073117 COMMENT... JUNE 30 A/P CK DATE 7/31

DATA-JE-ID DATA COMMENT

W-07312017-511 JUNE 30 A/P CK DATE 7/31

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01		CASCPRT01	Y	S	6	066	10			

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT				
003566	ABA BUILDING SERVICES	111020	07/31/17	500.00	
003342	ACCENT CLEAN & SWEEP INC	111021	07/31/17	2,410.38	
000627	ALVAREZ/JOSE F.	111022	07/31/17	44.09	
003594	BARTLE WELLS ASSOCIATES	111023	07/31/17	12,721.63	
000021	BOWMAN & WILLIAMS	111024	07/31/17	180.00	
000772	CABRILLO COLLEGE STROKE	111025	07/31/17	1,422.00	
001633	CAL-WEST LIGHTING & SIGN	111026	07/31/17	2,410.12	
003612	COAST COUNTIES TOWING	111027	07/31/17	400.00	
001799	COMPLETE MAILING SERVICE	111028	07/31/17	416.69	
003373	DAVEY TREE EXPERT CO/THE	111029	07/31/17	2,000.00	
000318	DEPT OF TRANSPORTATION	111030	07/31/17	1,876.26	
003602	DIAMOND VIEW GLASS	111031	07/31/17	354.25	
003609	ECONOMIC & PLANNING SYST	111032	07/31/17	1,447.35	
001597	ENVIRONMENTAL INNOVATION	111033	07/31/17	2,160.00	
000238	KENNEDY-JENKS CONSULTANT	111034	07/31/17	62,926.15	
001234	MC GRAW DDS/BERNARD	111035	07/31/17	417.60	
000195	MESITI-MILLER ENGINEERIN	111036	07/31/17	1,333.50	
001894	S.V. WATER DISTRICT - BU	111037	07/31/17	34.34	
000319	SCOTTS VALLEY CAR WASH	111038	07/31/17	111.93	
003077	SKYHIGH SPORTS	111039	07/31/17	65.10	
003621	W-T GROUP,LLC/THE	111040	07/31/17	6,852.50	
	GENERAL CHECKING ACCOUNT			100,083.89	***

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
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GL540R-V08.05 PAGE 2

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				100,083.89

RECORDS PRINTED - 000030

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
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001	GENERAL	11,680.06
002	RECYCLING/ENVIRONMENTAL	2,410.38
004	RECREATION	161.04
010	WASTEWATER OPERATIONS	13,802.66
028	SENIOR CENTER	100.00
086	LIBRARY	2,284.17
112	DENTAL INS INTERNAL SERV	417.60
123	COMMUNITY FACILITY CENTER	400.00
150	GENERAL CAPITAL IMPROVEMENTS	68,827.98
TOTAL ALL FUNDS		100,083.89

BANK RECAP:

BANK	NAME	DISBURSEMENTS
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BA	GENERAL CHECKING ACCOUNT	100,083.89
TOTAL ALL BANKS		100,083.89

SCOTTS VALLEY ACCOUNTS PAYABLE
08/04/2017 18:08:16 Check Register

CITY OF SCOTTS VALLEY
GL050S-V08.05 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 080417 COMMENT... A/P AS OF AUGUST 4 2017

DATA-JE-ID DATA COMMENT

W-08042017-525 A/P AS OF AUGUST 4 2017

Run Instructions:

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BANK	VENDOR	CHECK#	DATE	AMOUNT
BA	GENERAL CHECKING ACCOUNT			
	000182 A SIGN ASAP	111041	08/04/17	136.25
	003123 A T & T	111042	08/04/17	374.44
	003457 ADAMS/TROY	111043	08/04/17	30.00
	001055 ADAMSON POLICE PRODUCTS	111044	08/04/17	196.40
	001912 ADVANCED FLOW MEASUREMEN	111045	08/04/17	1,880.00
	003497 ALVAREZ INDUSTRIES, INC	111046	08/04/17	1,111.00
	000620 ALVAREZ/TONY	111047	08/04/17	20.00
	001009 ARD/KRISTIN	111048	08/04/17	30.00
	000097 AT&T	111049	08/04/17	169.50
	000565 BANK OF NEW YORK MELLON/	111050	08/04/17	1,950.00
	001822 BC LABORATORIES INC.	111051	08/04/17	110.00
	000107 BIRT/DUSTIN	111052	08/04/17	20.00
	003603 BLAVIN/AMBER	111053	08/04/17	472.50
	001911 BOARDWALK BOWL	111054	08/04/17	375.18
	000500 BOLANOS/DORENE	111055	08/04/17	20.00
	003622 BRAKKE-SCHAFNITZ INS BRO	111056	08/04/17	150.00
	000018 BRINK'S TROPHY SHOPPE	111057	08/04/17	99.20
	003119 CALIFORNIA SOCIETY OF	111058	08/04/17	150.00
	003174 CAPITAL ONE COMMERCIAL	111059	08/04/17	935.11
	000756 CENTRAL HOME SUPPLY	111060	08/04/17	131.91
	003005 CHALLENGER SPORTS CORPOR	111061	08/04/17	2,782.50
	001051 COASTAL EVERGREEN CORP	111062	08/04/17	1,675.00
	001799 COMPLETE MAILING SERVICE	111063	08/04/17	532.15
	.15210 COSENTINO/JOE	111064	08/04/17	250.00
	000037 CRYSTAL SPRINGS WATER CO	111065	08/04/17	25.85
	000037 CRYSTAL SPRINGS WATER CO	111066	08/04/17	36.60
	003160 DIXON & SON TIRE	111067	08/04/17	17.00
	001362 DUNCAN AUTO TECH	111068	08/04/17	2,577.96
	003185 EUROFINS EATON ANALYTICA	111069	08/04/17	725.00
	003310 EVIDENT	111070	08/04/17	81.12
	000054 EWING IRRIGATION PRODUCT	111071	08/04/17	273.62
	000202 FEDERAL EXPRESS	111072	08/04/17	308.67
	001828 GONZALES/GABE	111073	08/04/17	20.00
	001053 GOVERNMENT FINANCE OFFIC	111074	08/04/17	280.00
	003127 GRUNDY/LAURIE	111075	08/04/17	55.00
	000057 HACH COMPANY	111076	08/04/17	152.00
	003444 HART/CYNTHIA S	111077	08/04/17	1,093.40
	000615 HOHMANN/PATRICK J.	111078	08/04/17	375.40
	003271 HOME DEPOT CREDIT SERVIC	111079	08/04/17	641.32
	003003 INNERWORKINGS	111080	08/04/17	751.67
	.15211 JESTRABEK-HART/BERNIE	111081	08/04/17	250.00
	001903 JONES/KIMARIE	111082	08/04/17	20.00
	003592 KAHN/JESSICA	111083	08/04/17	30.00
	000238 KENNEDY-JENKS CONSULTANT	111084	08/04/17	24,266.25
	000066 KING'S PAINT & PAPER	111085	08/04/17	156.11
	000409 LC ACTION POLICE SUPPLY	111086	08/04/17	62.51
	001020 LEADERSHIP SANTA CRUZ CO	111087	08/04/17	1,075.00
	003321 LOPEZ/RENE	111088	08/04/17	20.00

BANK	VENDOR	CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT				
	000618 MANDEGO, INC.	111089	08/04/17	221.75	
	000291 MBASIA	111090	08/04/17	5,454.81	
	001815 MC GRATH/TRISH	111091	08/04/17	20.00	
	003584 MENDOZA/FERNANDO	111092	08/04/17	160.00	
	003171 MICHALAK/GENE	111093	08/04/17	110.00	
	000218 MID VALLEY SUPPLY	111094	08/04/17	145.80	
	.15212 MONAGHAN/SEAN M.	111095	08/04/17	250.00	
	000494 MONTEREY BAY AIR	111096	08/04/17	3,189.00	
	000967 MONTEREY BAY SYSTEMS	111097	08/04/17	365.02	
	.15215 NATIONAL STORMWATER CENT	111098	08/04/17	824.00	
	001615 OLIN CORP-CHLOR ALKALI	111099	08/04/17	1,702.67	
	000101 PACIFIC GAS & ELECTRIC C	111100	08/04/17	45,578.43	
	001787 PETRINI'S GARDENING SERV	111101	08/04/17	75.00	
	003268 PHILLIPS/WENDY	111102	08/04/17	107.10	
	000723 PIED PIPER INC./THE	111103	08/04/17	59.50	
	000102 PITNEY BOWES	111104	08/04/17	147.44	
	003323 POMPETTE/NICOLE	111105	08/04/17	20.00	
	000463 RALEY'S	111106	08/04/17	874.87	
	.15213 RICHE/PIERRE	111107	08/04/17	250.00	
	000171 RIVERSIDE LIGHTING INC	111108	08/04/17	227.16	
	002043 ROYAL WHOLESALE ELECTRIC	111109	08/04/17	947.92	
	001823 SANTA CRUZ CO ENVIRONMEN	111110	08/04/17	464.00	
	001544 SANTA CRUZ COUNTY CONFER	111111	08/04/17	53,238.24	
	001070 SANTA CRUZ ELECTRONICS I	111112	08/04/17	35.37	
	003406 SANTA CRUZ RECORDS MGMT	111113	08/04/17	160.10	
	000985 SANTA CRUZ/COUNTY OF	111114	08/04/17	8,003.00	
	000128 SCARBOROUGH LUMBER	111115	08/04/17	1,745.00	
	000129 SCOTTS VALLEY BANNER	111116	08/04/17	229.50	
	.15214 SEALS/ROBERT	111117	08/04/17	250.00	
	001535 SKIP'S TIRE & AUTO CENTE	111118	08/04/17	520.71	
	000141 SNAP-ON AUTHORIZED DEALE	111119	08/04/17	53.41	
	003623 SPITTLER/LARRY L	111120	08/04/17	906.50	
	001085 SYCAL ENGINEERING INC	111121	08/04/17	922.52	
	003548 TORO PETROLEUM CORP	111122	08/04/17	2,531.85	
	001366 U.S. BANCORP OFFICE	111123	08/04/17	1,260.35	
	000646 UNDERGROUND SERVICE ALER	111124	08/04/17	1,612.71	
	001831 USA BLUE BOOK	111125	08/04/17	93.09	
	003590 VARGAS ACADEMY OF GYMNAS	111126	08/04/17	1,044.74	
	000443 WALPOLE/STEVE	111127	08/04/17	361.60	
	001342 WELCH/JAMES	111128	08/04/17	20.00	
	003008 WILLIAMS/JESSE	111129	08/04/17	20.00	
	001880 ZUMAR INDUSTRIES INC	111130	08/04/17	1,173.07	
	GENERAL CHECKING ACCOUNT			182,271.85	***

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
08/04/2017 18:08:16
GL540R-V08.05 PAGE 3

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				182,271.85

RECORDS PRINTED - 000153

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
----	-----	
001	GENERAL	92,400.24
004	RECREATION	9,936.03
010	WASTEWATER OPERATIONS	46,476.15
011	TERTIARY TREATMENT PLANT	3,454.37
025	GENERAL TRUST	39.20
028	SENIOR CENTER	1,229.23
050	PINEWOOD EST LNDSCP MAINT DT	9.93
077	SKYPARK MAINT ASSESS DIST	977.92
090	SV DRIVE A REDEMPTION	1,950.00
112	DENTAL INS INTERNAL SERV	877.00
123	COMMUNITY FACILITY CENTER	655.53
150	GENERAL CAPITAL IMPROVEMENTS	24,266.25
TOTAL ALL FUNDS		182,271.85

BANK RECAP:

BANK	NAME	DISBURSEMENTS
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BA	GENERAL CHECKING ACCOUNT	182,271.85
TOTAL ALL BANKS		182,271.85

SCOTTS VALLEY ACCOUNTS PAYABLE
08/09/2017 13:35:49 Check Register

CITY OF SCOTTS VALLEY
GL050S-V08.05 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 080917 COMMENT... A/P 8/9/2017 - JUNE 30TH

DATA-JE-ID DATA COMMENT

W-08092017-529 A/P 8/9/2017 - JUNE 30TH

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
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BANK	VENDOR	CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT				
003457	ADAMS/TROY	111131	08/09/17	684.96	
000705	ADVOCACY, INC	111132	08/09/17	1,280.00	
000563	APPI	111133	08/09/17	1,720.23	
001066	BEHAVIORAL HEALTH CARE I	111134	08/09/17	120.00	
000761	COMMUNITY BRIDGES	111135	08/09/17	2,292.75	
003248	EARTHWORKS	111136	08/09/17	6,748.96	
003625	NUZ	111137	08/09/17	2,672.00	
001857	PHOENIX GROUP	111138	08/09/17	185.50	
001233	PORTER DDS MS/BRENT J	111139	08/09/17	85.20	
003410	PRODUCTIVITY PLUS ACCOUN	111140	08/09/17	58.38	
003295	SWIM OUTLET.COM	111141	08/09/17	78.94	
.15216	1440 MULTIVERSITY	111142	08/09/17	35,159.80	
	GENERAL CHECKING ACCOUNT			51,086.72	***

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
08/09/2017 13:35:49
GL540R-V08.05 PAGE 2

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				51,086.72

RECORDS PRINTED - 000030

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
----	-----	
001	GENERAL	41,735.43
004	RECREATION	1,811.17
010	WASTEWATER OPERATIONS	7,451.92
028	SENIOR CENTER	3.00
112	DENTAL INS INTERNAL SERV	85.20
TOTAL ALL FUNDS		51,086.72

BANK RECAP:

BANK	NAME	DISBURSEMENTS
----	-----	
BA	GENERAL CHECKING ACCOUNT	51,086.72
TOTAL ALL BANKS		51,086.72

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: August 16, 2017

TO: Honorable Mayor and City Council

FROM: Jessica Kahn, Civil Engineer

APPROVED: Jenny Haruyama, City Manager

**SUBJECT: APPROVAL OF RESOLUTION AUTHORIZING TDA
ALLOCATION REQUEST**

SUMMARY OF ISSUE

The Santa Cruz County Regional Transportation Commission (SCCRTC) provides Transportation Development Act (TDA) funds for pedestrian and bicycle projects and improvements on an annual basis. The TDA is a funding source for the Local Transportation Fund derived from a ¼ cent of the general sales tax collected statewide. The sales tax collected in each county is returned to the county from where the tax was generated. The City is allocated approximately \$18,000 per year.

Staff has prepared a TDA claim form for the Mount Hermon Road/Scotts Valley Drive/Whispering Pines Drive Intersection Operations Improvement Project, requesting allocation of the City's share of TDA funds in the amount of \$93,963. The available funds were accumulated over several years of unspent prior allocations. This claim will exhaust the City's available TDA funds for FY2017/18.

FISCAL IMPACT

\$75,000 in Transportation Development Act funds reimbursed from the SCCRTC was initially appropriated from development impact fees for this project during the August 2, 2017 Council Meeting. Staff was then informed by SCCRTC staff that \$93,963 is available for reimbursement. All \$93,963 from the TDA claim will be returned to Fund 8, Traffic Impact Mitigation, as a total the appropriated amount from Fund 8 for this project was \$115,927.

STAFF RECOMMENDATION

It is recommended that Council approve Resolution No. 1933 authorizing the submittal of the TDA fund claim form to the SCCRTC for the Mount Hermon Road/Scotts Valley Drive/Whispering Pines Drive Intersection Operations Improvement Project.

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RESOLUTION NO. 1933

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY
AUTHORIZING THE SUBMITTAL OF TRANSPORTATION DEVELOPMENT ACT
ARTICLE 8 PROJECT ALLOCATION CLAIM FORM TO THE
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION**

WHEREAS, the Santa Cruz County Regional Transportation Commission is the administrating agency of the Transportation Development Act (TDA) Article 8 funds; and,

WHEREAS, the City of Scotts Valley is allocated TDA funds every fiscal year through the Article 8 allocation claim process; and,

WHEREAS, the City of Scotts Valley has capital improvement projects related to bicycle and pedestrian facilities consistent with TDA Article 8.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the City of Scotts Valley approves the filing of a TDA Article 8 claim to the Santa Cruz County Regional Transportation Commission for the Mount Hermon Road/Scotts Valley Drive/Whispering Pines Drive Intersection Operations Improvement Project in the amount stated on the attached claim form.

The above and foregoing resolution was duly and regularly adopted by the City Council of the City of Scotts Valley at a regular meeting held on the 16th day of August, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Randy Johnson, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

**Transportation Development Act (TDA) – Local Transportation Funds
CLAIM FORM
for Bike/Ped Projects**

*If you have any questions about this claim form or would like an electronic copy of the form,
please contact the Santa Cruz County Regional Transportation Commission at 460-3200.*

Project Information

1. Project Title: **Mt. Hermon Road/Scotts Valley Drive/Whispering Pines Drive Intersection Operations Improvement Project**
2. Implementing Agency: **City of Scotts Valley**
3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant:
4. TDA funding requested this claim: **\$93,963**
5. Fiscal Year (FY) for which funds are claimed: **FY 2017/2018**
6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims: ☒ **Article 8 Bicycle and/or Pedestrian Facility**
7. Contact Person/Project Manager: **Scott Hamby**
Telephone Number: **(831) 438-5854** E-mail: **shamby@scottsvalley.org**

Secondary Contact (in event primary not available): **Jessica Kahn**
Telephone Number: **(831) 438-5854** E-mail: **jkahn@scottsvalley.org**
8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks):

The project calls for implementing the following improvements to the intersection of Mt. Hermon Road/Scotts Valley Drive/Whispering Pines Drive.

- **Lengthening the westbound left-turn lane from Mt. Hermon Road to Whispering Pines Drive to provide adequate storage for projected queues.**
- **Re-striping the northbound approach on Whispering Pines Drive to provide separate left-turn, through and right-turn lanes.**
- **Modifying the signal to eliminate the split phasing and allow for protected left-turn phasing for the northbound Whispering Pines Drive and southbound Scotts Valley Drive approaches.**
- **Installing bicycle loop detectors and provide new crosswalk striping on all approaches on Mt. Hermon Road and Scotts Valley Drive.**
- **Restriping bike lanes with green lane treatments.**
- **Installing bicycle boxes at all approaches.**
- **Installing pedestrian signal faces with countdown indicators on all approaches on Mt. Hermon Road and Scotts Valley Drive.**
- **Install Accessible Pedestrian Signals (APS) which include pedestrian push buttons with audible and vibrating features.**

- Reconstructing the curb return on the southeast corner to square up the intersection, slightly shorten the crosswalks and provide ADA compliant improvements.
 - Installing Rectangular Rapid Flashing Beacons (RRFB) for the southbound approach to enhance awareness of pedestrians crossing the free flow right turn lane.
 - Replacing asphalt concrete pavement to repair rutted stopping zones.
 - Installing asphalt micro seal, new striping and new pavement markers to increase visibility.
 - Realigning and widening crosswalks to improve pedestrian crossing safety.
 - Installing larger pedestrian refuge areas within the existing traffic islands.
 - Relocating storm drain inlets to outside of the crosswalks.
 - Installing new curb ramps at all four corners and flatter crosswalks to improve accessibility.
 - Installing a new signal pole in a better location.
 - Installing all new traffic signals, wiring and detection loops.
9. Number of people to be served/anticipated number of users of project/program:
ADT volumes MHR: 33,000 VPD and SVD: 16,500 VPD. This intersection is a significant route from the Whispering Pines neighborhood to Scotts Valley Middle School and many other parents drop off children to walk from this intersection to the Middle School. All streets on this intersection currently have bike lanes that are moderately traveled.
10. Project Location/Limits (attach a map and/or photos if available/applicable, include street names):
Intersection of Mt. Hermon Road, Scotts Valley Drive, and Whispering Pines Drive. See map.
11. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community):
- The intersection of Mt. Hermon Road/Scotts Valley Drive is a major intersection in the city of Scotts Valley. It serves the surrounding residential neighborhoods, as well as those from other regions. Motorists use this intersection to access commercial and employment centers, corporate buildings, law enforcement offices, urgent care medical clinics, shopping centers, small businesses and parks. Mt. Hermon Road is a major arterial road providing east-west access from Highway 17 to Highway 9 and San Lorenzo Valley. The Scotts Valley Drive Corridor is an important major arterial roadway in Scotts Valley. It provides the only north-south access between Mt. Hermon Road and north Scotts Valley/Highway 17.**
- The project will double the length of the left turn lane from northbound Mt. Hermon Road to eastbound Whispering Pines Drive, modify existing signals, resynchronize intersection timing and improve pedestrian and bicycle safety with improvements to sidewalks, curb ramps, striping and pavement markings. The resulting improvements will provide more efficient use of the transportation system by reducing vehicle stops; especially during peak commute hours. These improvements are considered critical to provide a safe environment for motorists, bicyclists and pedestrians, school children and others in this heavily concentrated area of the city.**
12. Consistency and relationship with the 2014 Regional Transportation Plan (RTP) – please reference Project or Policy:
RTP Project Number: SV-27
13. Measures of performance, success or completion to be used to evaluate project/program:
Increased LOS, Reduction of conflicts and risk between motorists, pedestrians, and bicyclists.

The project has been designed to meet local, state, and/or federal standards inclusive of for ADA path of travel, Accessible Pedestrian Signals (APS) and Rectangular Rapid Flashing Beacons (RRFB), and use green lane treatments and bicycle boxes.

14. Impact(s) of project on other modes of travel, if any (ex. parking to be removed):
No negative impacts, improved LOS as described above.

15. Project Cost/Budget, including other funding sources, and Schedule:

Capital Projects – Attached construction bid sheet highlights bicycle and pedestrian elements

Project Start Date: September 2017

	Planning	Environmental	Design/ Engineering	ROW	Construction	Other *	Contingency	Total
SCHEDULE (Month/Yr) Completion Date __/__/__	Completed	Exempt	Completed July 2017	N/A	August- September 2017			October 2017
Total Cost/Phase			\$208,783		999,990			\$1,208,773
\$TDA Requested (this claim)			\$0		\$93,963			\$93,963
Prior TDA:			\$0		\$0			\$0
Grant:			\$0		\$346,000			\$346,000
Measure D:			\$0		\$160,615			\$160,615
City Funds			\$208,783		\$393,412			\$602,195

**Please describe what is included in "Other":*

16. Preferred Method and Schedule for TDA fund distribution, consistent with the RTC Rules and Regulations (a. 90% prior to completion/10% upon completion; or b. 100% after completion):
a. 90% prior to completion/10% upon completion

17. TDA Eligibility:	YES?/NO?
A. Has the project/program been approved by the claimant's governing body? Attach resolution to claim. (If "NO," provide the approximate date approval is anticipated.)	Yes
B. Has this project previously received TDA funding?	No
C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency for the next 20 years?	Yes
D. Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval).	Yes
E. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	Yes

Documentation to Include with Your Claim:

All Claims

- ✓ **A letter of transmittal** addressed to the SCCRTC Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- ✓ **Resolution from the TDA Eligible Claimant** indicating its role and responsibilities.

Article 8 Bicycle/Pedestrian Claims

- ✓ Evidence of environmental review for capital projects

Local Agency Certification:

I certify that the information provided in this form is accurate and correct. I understand that if the required information has not been provided this form may be returned and the funding allocation may be delayed.

Signature _____ Title: **Public Works Director** Date: **August 21, 2017**

This TDA Claim Form has been prepared in accordance with the SCCRTC's Rules and Regulations, and Caltrans TDA Guidebook (<http://www.dot.ca.gov/hq/MassTrans/State-TDA.html>).

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City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: August 16, 2017

TO: Honorable Mayor and City Council

FROM: Taylor Bateman, Acting Community Development Director

APPROVED: Jenny D. Haruyama, City Manager

**SUBJECT: DISCUSSION OF ADA ACCESSIBILITY COMMITTEE MEETING
SCHEDULE AND OTHER BYLAW PROVISIONS**

SUMMARY OF ISSUE

On February 18, 2015, the City Council established an ADA Accessibility Committee to act in an advisory capacity regarding ADA accessibility throughout the City. In recent months, the ADA Accessibility Committee expressed an interest in having more time to address a variety of ADA-related topics. As a result, the Committee has requested that the City Council consider changing the current meeting schedule from quarterly to monthly.

To date, the Committee's scope of work has included but is not limited to the review and comment on the ADA Transition Plan, Capital Improvement Program, and public facility ADA improvements. More recently, the Committee identified the following discussion items for future consideration:

- Increasing City Park Accessibility
- Developing Accessible Park and Recreation Programs
- Evaluating accessibility requirements for users of City Rental facilities
- Reviewing the Sidewalk Master Plan for accessibility
- Developing accessible housing in the Town Center
- Evaluating Building Code requirements for accessibility
- Reviewing Marijuana rules and regulations to ensure access
- Exploring ways to require more accessible housing in Scotts Valley

The ADA Committee proposed discussion list is comprehensive and will take considerable staff time to complete. To help prioritize the Committee's focus, it may be beneficial for the Council to revisit the Committee's purpose and scope and/or jointly establish a workplan that is approved by Council annually. To address workload impacts, Council may want to consider bi-monthly meetings in lieu of monthly meetings.

FISCAL IMPACT

There is no fiscal impact associated with the meeting schedule request; however, a change from quarterly meetings to monthly will require considerable staff time and compete with other city-wide priorities.

STAFF RECOMMENDATION

It is recommended that Council provide direction regarding the proposed meeting schedule and clarification around the Committee's purpose and scope.

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City of Scotts Valley
INTEROFFICE MEMORANDUM

DATE: February 18, 2015

TO: Honorable Mayor and City Council

FROM: Corrie Kates, Community Development Director/Deputy City Manager

SUBJECT: Consider Bylaws for the Scotts Valley American with Disabilities Act (ADA) Subcommittee

SUMMARY OF ISSUE

On October 15, 2008, the City Council created the Scotts Valley ADA Accessibility Subcommittee ("Subcommittee"). The purpose of the Subcommittee at that time was to review ADA accessibility issues in the City. The Subcommittee was made up of one City Council Member, one Planning Commissioner and three members at large. Since the Subcommittee was formed, it has met quarterly and they have discussed ADA deficiencies at both public and private facilities.

Mayor Bustichi asked that the format and purpose of the Subcommittee be discussed. He is proposing to amend the structure of the Subcommittee so that each Council Member appoints one member to the Subcommittee, as is done with the City's Planning Commission and Parks and Recreation Commission. He is also asking to consider the scope of the purpose of the Subcommittee to include identifying opportunities to increase ADA accessibility throughout the City and making recommendations to the City Council. All recommendations from the Subcommittee would be made through a staff liaison.

To formalize the proposed changes, staff is recommending the adoption of the attached bylaws for the Subcommittee. With these bylaws, the Subcommittee will function similarly to the Planning Commission and Parks and Recreation Commission. They will meet quarterly on a specified date, officers will be elected, there will be a staff liaison, and the Subcommittee will comply with the Brown Act.

FISCAL IMPACT:

There is no fiscal impact to the City in adopting the Resolution.

STAFF RECOMMENDATION:

That the City Council consider the draft Resolution No. 1901 and either adopt or provide direction on the proposed bylaws.

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RESOLUTION NO. 1901

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SCOTTS VALLEY APPROVING THE
BYLAWS OF THE SCOTTS VALLEY ADA ACCESSIBILITY COMMITTEE**

BE IT RESOLVED by the City Council of the City of Scotts Valley that the bylaws of the City of Scotts Valley ADA Accessibility Committee attached hereto are hereby adopted.

This resolution was adopted at a duly held regular meeting of the City Council on the 18th day of February, 2015 by the following vote:

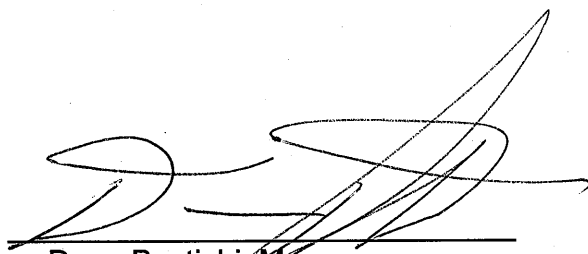
AYES: Aguilar, Bustichi, Johnson, Lind, Reed

NOES: None

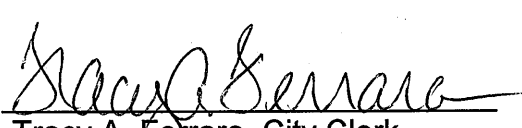
ABSTAIN: None

ABSENT: None

Approved: _____


Dene Bustichi, Mayor

Attest: _____


Tracy A. Ferrara, City Clerk

CITY OF SCOTTS VALLEY

ADA ACCESSIBILITY COMMITTEE BYLAWS

ORGANIZATION AND MEMBERSHIP

The Scotts Valley ADA Accessibility Committee was created by City Council action on October 15, 2008 for the purpose of acting as an advisory agency to the City Council to identify opportunities to increase ADA accessibility throughout the City and take other action as may be directed from time to time by the City Council. All recommendations of the Committee shall be made to the City Council by the staff liaison assigned to the Committee. The Committee shall consist of five members, one appointed by each City Council Member. Members shall serve four-year terms. All members of the Committee shall serve at the pleasure of the City Council and any member may be dismissed by the City Council at any time.

SELECTION OF OFFICERS

As soon as practical, following the first day of November of each year, a chairperson and vice-chairperson shall be appointed by the Committee from amongst its members.

CHAIRPERSON

The chairperson shall be selected by a majority vote of the members. The chairperson shall preside at all regular meetings and shall call all special meetings. He/she shall decide on all points of order and procedure during the meeting and his/her decision shall be final unless overruled by a vote of the Committee.

VICE-CHAIRPERSON

The vice-chairperson shall be selected by a majority vote of the members. He/she shall assume all duties of the chairperson in the absence or the disability of the chairperson.

SECRETARY

The City Manager shall designate a city employee to act as a staff liaison and secretary who shall keep a record of Committee proceedings and transactions. The secretary shall also be responsible for delivering all recommendations or communications from the Committee to the City Council.

ACTING CHAIRPERSON

In case of absence of both the chairperson and the vice-chairperson from any meeting, an acting chairperson shall be elected from amongst the members present to serve only during the absence of the chairperson and vice-chairperson.

MEETINGS

Open Meetings: All regular and special meetings of the Committee shall be open meetings to which the public shall be admitted.

Regular Meetings: Regular meetings of the commission shall be held once a quarter on a specific date and time selected by the Committee at its first meeting. The regular meetings shall be held in the City Council Chambers, or another place specified at the previous regular meeting place.

Quorum: A quorum shall consist of three members of the Committee.

Absence of Quorum: In the absence of a quorum at any meeting, such meeting shall be adjourned to the next regular meeting date by any member present. No meeting may be declared adjourned for lack of a quorum, however, until a 15 minute period after the scheduled time of the meeting has elapsed.

VOTING

All questions shall be resolved by a majority vote of the members present. The vote shall be taken by a roll call vote, voice vote, by the raising of hands, or by any other manner calculated to ensure an accurate determination of the vote, provided that at the request of any member, the vote shall be taken by a roll call vote.

PARLIAMENTARY PROCEDURES

Roberts Rules of Order, revised, will govern procedures of the Committee meetings.

AMENDMENTS

These bylaws shall not be considered or construed as superseding any ordinance or direction of the City Council of the City of Scotts Valley.

MINUTES

Meeting of the Scotts Valley City Council

Date: February 18, 2015

POSTING:

The agenda was posted on 2-13-15
at City Hall, the SV Senior Center, and
the SV Library, by the City Clerk.

CALL TO ORDER 6:00 p.m.

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

ROLL CALL

Present:

Mayor Bustichi
Vice Mayor Lind
Council Member Aguilar
Council Member Johnson
Council Member Reed

City Manager Ando
City Attorney Powell
Comm Dev Dir/Deputy City Mgr Kates
Public Wks Director Hamby
Police Chief Weiss
City Clerk Ferrara

COMMITTEE REPORTS

VM Lind reported that the Seniors Council Area Agency on Aging met and one of the projects they discussed is Project Scout, who is working with seniors and the disabled on tax preparation services. She recommended contacting local senior centers to get the schedule and dates of availability. She reported that they are also in the process of completing a needs assessment that will be going out to seniors to help in determining areas where seniors struggling and how they may be able to assist them. She stated that the assessment should be sent out in approximately 45 days and she will report back once results have been received and analyzed.

CITY MANAGER REPORT

- PC Weiss announced that Retired Police Lieutenant John Hohmann, who is now a Reserve Officer, is teaching DARE classes to help the department.
- PC Weiss announced that John Hohmann is also on the Northern California Special Olympics Steering Committee and will be helping with the Polar Plunge, an annual event, being held at the Board on February 8.
- PC Weiss announced that Montevelle will be holding a Public Safety Forum on Saturday, February 21. He stated that he will be attending, along with Sheriff Jim Hart, a representative from the District Attorney's Office, and the Fire Chief.
- PWD Hamby announced that the ribbon cutting for the Shugart Pathway and Bridges project and the Vine Hill School Sidewalk and Bicycle Path project was held today, and it was well attended. He stated that this project is extremely beneficial to the community.

- Staff has received comments from the public and Water District regarding using potable water for the grass at the Fishing Park. There is no recycled water available in that area. Staff has extra wood chips and is planning to replace the grass at the fishing park with wood chips. This will conserve potable water and reduce maintenance at the park.
- The Scotts Valley Water District's emergency intertie water pump station project has started. This pump station will connect to other water supplies in the San Lorenzo Valley in case one source becomes unavailable. They are putting the pump station on the southeast corner of the Linear Park in the Skypark development. The City agreed to an easement at that location in June 2013.
- There will be fundraiser auctions at Brook Knoll on March 14 and Vine Hill on March 21. The City's Recreation staff will be providing child care services at the schools for those events making it easier for parents to attend.
- The Art & Wine festival has changed its weekend to one weekend later than normal. It will be August 15 and 16. This will eliminate this festival from being on the same weekend as the Los Gatos Art & Wine Festival and the Beer Festival in Aptos. The Art & Wine is going to be bigger than ever before with more wineries, microbreweries and local artists. There will be something for the kids to make it more family oriented.

PUBLIC COMMENT

VM Lind announced that the Fallen Officer Foundation Ball was held last weekend and was well attended and very successful.

ALTERATIONS TO CONSENT AGENDA

M/S: Reed/Aguilar

To approve the Consent Agenda.

Carried 5/0 (AYES: Aguilar, Bustichi, Johnson, Lind, Reed)

Consent Agenda:

- A. Approve City Council meeting minutes of 2-4-15, 2-9-15
- B. Approve check register – 2-10-15, 2-6-15, 1-30-15
- C. Approve Resolution No. 1900 approving the amended Joint Powers Agreement with the Monterey Bay Area Self Insurance Authority (MBASIA)

ALTERATIONS TO REGULAR AGENDA

M/S: Aguilar/Reed

To approve the Regular Agenda.

Carried 5/0 (AYES: Aguilar, Bustichi, Johnson, Lind, Reed)

REGULAR AGENDA

1. **Oral presentation from Alex Clifford, General Manager of the Santa Cruz Metropolitan Transit District (SCMTD)**

Alex Clifford, SCMTD General Manager, Angela Aitken, SCMTD Finance Manager, Eric?, SCMTD, and April Warnock, SCMTD Paratransit Superintendent, gave a Powerpoint presentation regarding their structural deficit, their options, ideas, outreach, and plans to handle the structural deficit, and responded to questions from Council. GM Clifford stated that input and comments can be submitted the following ways: Attend scheduled meetings; email to feedback@scmttd.com, mail to 110 Vernon St, Santa Cruz, CA 95060; or by phone to the SCMTD Admin Office 831-426-6080.

2. **Consideration of renaming Camp Evers Fishing Park**

CM Ando presented the written staff report and responded to questions from Council.

Cathy Herteman, SV resident, spoke in support of the Council approving the renaming of the fishing park.

M/S: Reed/Aguilar

To change the name of the Camp Evers Fishing Park to the Vern Hart Fishing Park, and authorize staff to expend the necessary funds to change the two signs at the park.

Carried 5/0 (AYES: Aguilar, Bustichi, Johnson, Lind, Reed)

3. **Consideration of Resolution No. 1901 approving the bylaws of the Scotts Valley ADA Subcommittee**

CDD Kates presented the written staff report and responded to questions from Council.

CM Aguilar recommended that the name be changed to the ADA Committee.

Debbie Muth, SV resident, expressed concerns about the change to the format and recommended that people with disabilities be included on the Subcommittee.

Wendy Brannan, SV resident, stated that she did not see the necessity for the ADA Subcommittee.

M/S: Aguilar/Reed

To approve Resolution No. 1901 approving the bylaws of the Scotts Valley ADA Accessibility Committee.

Carried 5/0 (AYES: Aguilar, Bustichi, Johnson, Lind, Reed)

4. Consideration of funding options for the Library and Community Center monument signs

CDD Kates presented the written staff report and responded to questions from Council.

CM Aguilar requested that the letter size be increased.

M/S: Lind/Aguilar

To approve the use of \$21,209 of Library Impact Fees for the Library identification sign, and the use of \$17,788 of Parks & Recreation Impact Fees for the Community Center identification sign.

Carried 5/0 (AYES: Aguilar, Bustichi, Johnson, Lind, Reed)

5. Consideration of first reading and introduction of Ordinance No. 102.13 amending City Municipal Code 15.06.120 - Design Standards for Drainage and Terraces and approval of Resolution No. 1183.2 updating the City's Standard Details, Part 3 for Storm Drainage

PWD Hamby presented the written staff report and responded to questions from Council.

M/S: Aguilar/Johnson

To approve the first reading and introduction of Ordinance No. 102.13 amending Title 15, Chapter 15.06, Section 15.06.120 of the Scotts Valley Municipal Code relating to design standards for drainage and terraces, and waive the reading thereof.

Carried 5/0 (AYES: Aguilar, Bustichi, Johnson, Lind, Reed)

M/S: Aguilar/Lind

To Resolution No. 1183.2 updating the City's Standard Details, Part 3 for Storm Drainage.

Carried 5/0 (AYES: Aguilar, Bustichi, Johnson, Lind, Reed)

6. Future Council agenda items

CM Johnson requested a future agenda item regarding temporary signs.

CONVENE TO CLOSED SESSION

The City Council convened to closed session at 7:30 p.m. to discuss the following items:

- (1) Pursuant to Government Code Section 54957.6, the City Council met in closed session to confer with their labor negotiation regarding employee negotiations with SEIU, Mid Management Group, Management Group, Scotts Valley Police Bargaining Unit, Scotts Valley Police Supervisors Association.
- (2) Pursuant to Government Code Section 54956.9a, the City Council met in closed session to confer with their legal counsel regarding existing litigation. Name of Case: City of Scotts Valley vs. County of Santa Cruz, et al, Case No. CIV467230 San Mateo County Superior Court and Case No. A126357 Court of Appeal, First District.

- (3) Pursuant to Government Code Section 54956.9a, the City Council met in closed session to confer with their legal counsel regarding existing litigation. Name of Case: Name of Case: City of Scotts Valley vs. County of Santa Cruz, et al, Case No. CV177221.
- (4) Pursuant to Government Code Section 54956.8, the City Council met in closed session to confer with their legal counsel regarding real property negotiations. APN's: 022-211-36, 022-601-01, 022-721-06.

RECONVENE TO OPEN SESSION

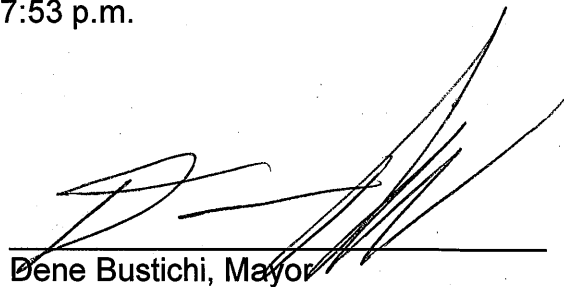
The City Council reconvened to open session at 7:53 p.m.

REPORT ON ACTION TAKEN DURING CLOSED SESSION

Mayor Bustichi announced that there was nothing to report.

ADJOURNMENT The meeting adjourned at 7:53 p.m.

Approved:


Dene Bustichi, Mayor

Attest:


Tracy A. Ferrara, City Clerk

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: August 16, 2017

TO: Honorable Mayor and City Council

FROM: Scott Hamby, Director of Public Works
Steve Toler, Budget and Financial Consultant

APPROVED: Jenny D. Haruyama, City Manager

SUBJECT: **PUBLIC HEARING AND CONSIDERATION OF WASTEWATER
RATES FOR FY 2017/18, FY 2018/19 AND FY 2019/20**

SUMMARY OF ISSUE

In March 2017, the City contracted with Bartle Wells Associates (BWA) to prepare a wastewater rate model for FY 2017/18. The last comprehensive wastewater study was completed in 1992. The most recent wastewater rate adjustment (5%) went into effect on July 1, 2015. The Five-Year Financial Plan included in the adopted FY 2017/18 Annual Budget indicated that without any revenue adjustments, there would be an ongoing annual structural deficit in the Wastewater Enterprise Funds of over \$1 million by FY 2020/21, depleting all reserves by FY 2021/22.

At the June 21, 2017 Council meeting, Council reviewed a draft wastewater rate model prepared by BWA. Upon review of the draft rate model, Council directed staff to issue a public hearing rate notice for a three-year rate model that includes a 15% increase in each of the three years. The attached three-year model incorporates the proposed FY 2017/18 budget for the wastewater enterprise funds and Five-Year Capital Improvement Project and Purchase Plan. The model uses similar assumptions that were included in adopted Five-Year Financial Plan.

The primary driver for the rate adjustment is the need to make substantive investment in the replacement of wastewater equipment as the treatment plant is beyond its useful life. The rate increase provides for set aside funding (\$100,000 annually) for future equipment replacement and repair. Additionally, investment in projects such as an electro-scan condition assessment will proactively identify potential infrastructure failures or deferred maintenance issues throughout the collection system. The wastewater enterprise is also experiencing an annual operating deficit of \$262,556; the proposed rates will eliminate this deficit the first year of implementation. The proposed rates will also establish an operating cash reserve of 6 months as well as \$1 million emergency reserve for seismic/catastrophic events.

On Friday, June 30, 2017, a Proposition 218 compliant public notice was sent to all 3,580 property owners on record with the Santa Cruz County Assessor's Office. The notice outlined reasons for the proposed increase and included a protest form. As of August 11, 2017, the City has received 92 written protests. The City Council would be precluded from implementing the proposed rates if more than a majority (50% plus one) of the property owners filed a protest. Staff will update the final written protest count at the time of the public hearing.

In addition to the public hearing notices, staff met with the Scotts Valley Chamber of Commerce Board of Directors and local service organizations, including Exchange, Kiwanis, Lions and Rotary to explain the proposed rates and answer questions. An informational meeting for commercial customers was held on Monday, July 31, 2017 at the Parks and Recreation Office followed by a community meet and greet at the Community Center during the Farmers' Market on Saturday, August 5, 2017.

The proposed rate increases for FY 17/18 – FY 19/20 are summarized in the tables below and are also attached to this staff report. The tables provide the existing and proposed rates for residential and commercial users.

Proposed Residential Rates

	Current	2017/18	2018/19	2019/20
Increase %		15%	15%	15%
Flat Monthly Fee	\$30.57	\$35.16	\$40.43	\$46.49
Increase (\$)		\$4.59	\$5.27	\$6.06
(Low- Income)	\$26.90	\$30.94	\$35.58	\$40.91
		\$4.04	\$4.64	\$5.34
<u>Multi-family Residential</u>				
Flat Monthly Fee	\$21.41	\$24.62	\$28.31	\$32.56
Increase (\$)		\$3.21	\$3.69	\$4.25
(Low-Income)	\$18.84	\$21.67	\$24.92	\$28.65
		\$2.83	\$3.25	\$3.74
<u>Mobile Home</u>				
Flat Monthly Fee	\$20.40	\$23.46	\$26.98	\$31.03
Increase (\$)		\$3.06	\$3.52	\$4.05
(Low-Income)	\$17.95	\$20.64	\$23.74	\$27.30
		\$2.69	\$3.10	\$3.56

Proposed Commercial Rates

	Current	2017/18	2018/19	2019/20
Increase %		15%	15%	15%
<u>Commercial and Industrial</u>				
Monthly Minimum Fee	\$ 30.57	\$35.16	\$40.43	\$46.49
Increase (\$)		\$4.59	\$5.27	\$6.06
<u>Charge per 100gal - Uniform Rate</u>	\$ 0.79			
<u>Charge per 100gal - With Strength Factor</u>				
Low: Retail/Libraries		\$ 0.63	\$ 0.73	\$ 0.84
Medium: Offices/Medical Clinics		\$ 0.84	\$ 0.97	\$ 1.11
High: Restaurant/Bakeries		\$ 1.08	\$ 1.24	\$ 1.43

The current commercial rate includes a uniform volumetric rate for all users; however, it is does not meet Proposition 218 requirements. Rates must be based on a cost of service model; as a result three strength user classifications were developed based on the State Water Resources Control Board standards. The three recommended categories include: Low, Medium, and High. Low strength category would include retail and libraries; medium strength would include offices or medical clinics; and high

strength would include restaurants and bakeries. A more expanded list is included in the attached rate study.

If the proposed rates are approved, the rate changes would be effective September 1, 2017 through June 30, 2020, and included in the County property tax bill. Commercial rates would also increase effective September 1, 2017 and be sent to rate payers as part of the September billing.

FISCAL IMPACT

City Council approval of the three-year wastewater rate increase as proposed at tonight's meeting will initiate a 15% rate increase each of the next three years beginning with the current year increases going into effect on September 1, 2017. Increased revenues will close the budget deficit in the Wastewater Operating Fund for FY 2017/18, fund an annual set-aside of \$100,000 for equipment replacement and repair, create a \$1 million emergency reserve, and begin to establish an operating reserve equivalent to six month (or 50%) of annual wastewater operating expenses.

STAFF RECOMMENDATION

It is recommended that Council approve Resolution No. 1198.68, authorizing the proposed rate increases for FY 2017/18 to 2019/20.

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Wastewater Rate Model for FY 2017/18 to FY 2019/20	7

RESOLUTION NO. 1198.68

**RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SCOTTS VALLEY
ESTABLISHING NEW WASTEWATER RATES
FOR FISCAL YEARS 2017/18, 2018/19 and 2019/20**

WHEREAS, on August 16, 2017, the City Council held a public hearing to consider establishing new wastewater rates for Fiscal Years 2017/18, 2018/19 and 2019/20; and

WHEREAS, at the regular meeting held on June 21, 2017, the City Council approved the Annual Budget for FY 2017/18 that included the projected operating and capital expenditures for FY 2017/18 to 2021/22; and,

WHEREAS, at that same regular meeting, the City Council reviewed a wastewater rate model prepared by Bartle Wells Associates that indicated wastewater rate increases required of commercial and residential customers to provide the necessary funding for wastewater collection and treatment operations, to allow for proper maintenance and replacement of existing utility infrastructure, and to provide adequate reserves for emergency through FY 2021/22; and,

WHEREAS, the City Council provided direction to publish a public hearing notice to propose wastewater rate increases of 15% per year starting on September 1, 2017 for FY 2017/18, and on July 1 each fiscal year for FY 2018/19 and 2019/20; and,

WHEREAS, a public hearing notice compliant with the provisions of Proposition 218 was issued on June 30, 2017 to each property owner of record that receives wastewater services by the City that provided information regarding the need for the increases, the date and time of the public hearing, and ways that property owners could learn more information about the rate increases and protest the increases if they so chose; and,

WHEREAS, the total number of protests received from property owners was less than a majority of property owners that would otherwise prohibit the City Council from proceeding with the proposed rate increases; and,

WHEREAS, the public hearing was concluded and testimony was received regarding the proposed wastewater rates; and,

WHEREAS, the attached Exhibit A incorporates the proposed wastewater rates for FY 2017/18, 2018/19 and 2019/20.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED as follows:

1. That the attached Exhibit A shall become the City of Scotts Valley's new wastewater service charges to be incorporated into the Master Fees and Service Charges Schedule for fiscal years 2017/18, 2018/19 and 2019/20; and
2. That the City Council finds that the increase is necessary to fund operating expenses; purchasing supplies, equipment, and materials; emergency reserves; and capital projects necessary to maintain services within the existing service area. Therefore, this proceeding is exempt from the requirements of the California Environmental Quality Act.

The above and foregoing resolution was duly and regularly adopted by the City Council of the City of Scotts Valley at a regular meeting held on the 16th day of August 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Randy Johnson, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

Exhibit A

City of Scotts Valley - Wastewater Rates

		<i>Effective</i> 9/1/2017	<i>Effective</i> 7/1/2018	<i>Effective</i> 7/1/2019
	Current	2017-18	2018-19	2019-20

Residential RatesSingle-family Residential

Flat Monthly Fee	\$ 30.57	35.16	40.43	46.49
(Low- Income)	\$ 26.90	30.94	35.58	40.91

Multi-family Residential

Flat Monthly Fee	\$ 21.41	24.62	28.31	32.56
(Low-Income)	\$ 18.84	21.67	24.92	28.65

Mobile Home

Flat Monthly Fee	\$ 20.40	23.46	26.98	31.03
(Low-Income)	\$ 17.95	20.64	23.74	27.30

Commercial & Industrial RatesCommercial and Industrial

Monthly Minimum Fee	\$ 30.57	35.16	40.43	46.49
<u>Charge per 100gal - Uniform Rate</u>	\$ 0.79			

Charge per 100gal - With Strength Factor

-Low Strength	\$ 0.63	\$ 0.73	\$ 0.84
-Medium Strength	\$ 0.84	\$ 0.97	\$ 1.11
-High Strength	\$ 1.08	\$ 1.24	\$ 1.43

April readings for Tax-Roll customers and mid December to mid February for Direct Billing customers



**DRAFT Wastewater Service Charge Tables
City of Scotts Valley**

8/9/2017



Bartle Wells Associates
1889 Alcatraz Avenue
Berkeley, CA 94703

Table 1

City of Scotts Valley - Wastewater Rate Study

	Current	2017-18	2018-19	2019-20
Residential Rates				
<u>Single-family Residential</u>				
Flat Monthly Fee	\$ 30.57	35.16	40.43	46.49
(Low- Income)	\$ 26.90	30.94	35.58	40.91
<u>Multi-family Residential</u>				
Flat Monthly Fee	\$ 21.41	24.62	28.31	32.56
(Low-Income)	\$ 18.84	21.67	24.92	28.65
<u>Mobile Home</u>				
Flat Monthly Fee	\$ 20.40	23.46	26.98	31.03
(Low-Income)	\$ 17.95	20.64	23.74	27.30
Commercial & Industrial Rates				
<u>Commercial and Industrial</u>				
Monthly Minimum Fee	\$ 30.57	35.16	40.43	46.49
<u>Charge per 100gal - Uniform Rate</u>	\$ 0.79			
<u>Charge per 100gal - With Strength Factor</u>				
-Low Strength	\$ 0.55	\$ 0.63	\$ 0.73	\$ 0.84
-Medium Strength	\$ 0.73	\$ 0.84	\$ 0.97	\$ 1.11
-High Strength	\$ 0.94	\$ 1.08	\$ 1.24	\$ 1.43

April readings for Tax-Roll customers and mid December to mid February for Direct Billing customers

Table 2

City of Scotts Valley - Wastewater Rate Study

Current Fund Balances

	<u>6/30/2016</u>
Wastewater Operations	(211,900)
Tertiary Operating	(121,100)
Wastewater Capital Reserve	2,066,800
Wastewater Equipment Replacement	734,800
TTP District Reserve	6,100
Beginning Wastewater Reserve Fund 6/30/16*	2,474,700

Assumes all prior projects completed

*From Summary of Financial Resources and Requirements

Table 3

City of Scotts Valley - Wastewater Rate Study

Estimated Annual Wastewater Revenues- From Current Service Charges

	Current Accounts	Dwelling Units**	100 Gal units	Revenue Current Rate	Fixed	Volumetric	Low-Income Discount
Single-family Residential:							
Flat Monthly Fee	2,184	2,226		\$30.57	\$816,586		
			2,311				
(Low- Income)	85	85		\$26.90	\$27,438		\$3,743.40
Multi-family Residential:							
Flat Monthly Fee	620	1269		\$21.41	\$326,031		
			1,308				
(Low-Income)	38	39		\$18.84	\$8,817		\$1,202.76
Mobile Home:							
Flat Monthly Fee	170	719		\$20.40	\$176,011		
			768				
(Low-Income)	48	49		\$17.95	\$10,555		\$1,440.60
Total Residential	3,145	4,387			\$1,365,438		\$6,386.76
	Current						
Commercial and Industrial:							
Monthly Minimum Fee Users	268			\$30.57	\$98,313		
Charge users*	160		521,312	\$0.79		\$411,836	
Total Commercial	268					\$510,149	
	3,413						
Total Wastewater Charges						\$1,875,588	

**Rate based on two months data collection from Mid December to Mid February

*Contain directly billed accounts to Finance Department

Consumption based on Commercial Accounts SVWD 2016

Table 4

City of Scotts Valley - Wastewater Rate Study

2016/17 Operating Revenue Fund 10

	2014/15 Actual	2015/2016 Actual	2016/17 Budget	2016/17 Estimated*
Revenue				
Sewer Service Fees	\$1,754,458	\$1,852,411	\$1,990,000	\$1,867,133
Penalties for Delinquencies	<u>\$5,555</u>	<u>\$5,649</u>	<u>\$7,000</u>	<u>\$6,618</u>
Total	\$1,760,013	\$1,858,060	\$1,997,000	\$1,873,751
Other Revenue	\$514	\$2,660	\$3,600	\$19,495
State Grants	<u>\$12,500</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total - Fund 10	\$1,773,028	\$1,860,720	\$2,000,600	\$1,893,246

*As of Feb 2017

Table 5

City of Scotts Valley - Wastewater Rate Study

Other Revenues

Total Other Revenues	2014/15 Actual	2015/2016 Actual	2016/17 Budget	2016/17 YTD	2016/17 Proposed	2017/18 Projected
Fund 12: Capital Reserve						
Investment Earnings	\$3,750	5,584	\$4,500	\$3,642	\$5,642	\$5,600
Sewer Service Fee	-	-	120,000	-	-	-
Impact Fee - Recurring		16,715			61,126	50,000
Impact Fee - Significant*	78,371	12,274	50,000	63,346	48,800	412,000
Other Revenue	-	86,720	-	-	-	-
Total	\$82,121	\$121,293	\$174,500	\$66,988	\$115,568	\$467,600
Fund 14: Wastewater Equipment Replacement						
Investment Earnings	2,093	3,017	2,600	2,078	3,700	3,000
Fund 11: Tertiary Treatment Plant						
SV Water Department Reimbursements	95,360	102,084	108,150	93,885	119,266	120,000
Fund 15- TTP -District Reserve Fund						
Investment Earnings	-	2	-	23	43	50
Other Revenue	-	6,096	-	7,137	10,337	11,000
Total		6,098	-	7,161	10,380	11,050
Total Other Revenue	\$179,573	\$232,493	\$285,250	\$170,111	\$248,914	\$601,650

*Assumes Marriott Residence Inn and residential projects (Lundy Lane, 4303-b SVD, 4803 SVD, Terrace and Dunslee). Res projects based on City Ventures project of 50 units permit values

Table 6
City of Scotts Valley - Wastewater Rate Study
2016/17 Operating Expenses Fund 10

	2015/2016 Actual	2016/17 Budget	2016/17 Actual YTD	2016/17 Projected	2017/18 Budget
Salaries & Benefits					
101 Regular Wages	\$381,207	\$460,977	\$247,635	\$471,105	\$481,112
109 Overtime Wages	31,152	25,000	24,152	\$36,590	25,000
203 FICA	38,447	37,177	23,764	\$38,485	38,038
204 Retirement	179,545	138,181	77,314	\$130,930	147,776
205 Group Insurance	221,369	181,136	137,646	\$182,480	228,925
206 Workers Compensation	<u>40,824</u>	<u>57,979</u>	<u>73,615</u>	<u>\$73,615</u>	<u>54,171</u>
Total	982,971	900,450	628,446	933,205	975,022
Services & Supplies					
208 Uniform Expense	6,827	7,000	3,267	5,270	6,800
301 Office Expense	3,668	2,000	1,045	2,000	2,000
302 Special Department Expense	116,222	115,000	107,045	142,800	120,000
303 Small Tools & Supplies	15,162	12,000	11,054	15,000	12,000
306 Communications	6,931	6,000	3,978	8,000	8,000
307 Utilities	474,659	265,000	196,542	262,060	265,000
308 Rents & Leases	-	7,000	-	6,000	6,000
312 Professional/Specialized services	45	-	7,105	7,200	-
313 Other contractual Services	74,674	85,000	77,004	111,780	87,000
314 Insurance Surety Bonds	48,588	59,575	45,028	45,028	42,000
315 Memberships & Dues	2,178	1,600	1,631	7,000	2,000
316 Travel	917	2,000	1,345	2,000	2,000
320 Laboratory	37,493	28,000	25,469	33,960	34,000
322 Training & Education	5,149	3,000	2,260	3,000	3,000
349 Miscellaneous	3,485	6,000	12,278	12,280	-
401 Maint of Buildings	6,341	6,000	9,281	11,000	6,500
402 Maint & Operations of Equipment	130,870	76,000	74,262	110,000	90,000
403 Maint & Operations of Vehicles	<u>30,205</u>	<u>20,000</u>	<u>22,050</u>	<u>27,000</u>	<u>25,000</u>
Total	963,416	701,175	600,642	811,378	711,300
Fixed Assets					
904 Improvements-Other	11,000	20,000	-	20,000	20,000
915 Other Equipment	<u>5,283</u>	<u>22,500</u>	<u>7,854</u>	<u>22,500</u>	<u>7,500</u>
Total	16,283	42,500	7,854	42,500	27,500
Other					
708 Cost Allocation	\$243,125	\$230,000	\$131,675	\$215,400	\$256,200
Totals	\$2,205,795	\$1,874,125	\$1,368,617	\$2,002,483	\$1,970,022

Per Steve Toler Salary Projection
Prelim Budget 16-17
Per Steve Toler Cost Allocation and Tentative Budget 2017-18

Table 7
City of Scotts Valley - Wastewater Rate Study
Other Expenses

Total Other Expenses	2014/15 Actual	2015/2016 Actual	2016/17 Budget	2016/17 YTD	2016/17 Proposed	2017/18
Fund 12: Capital Reserve						
Group Insurance	-	-	-	186	248	-
Office Expense	1,974	2,029	1,100	971	1,500	1,500
Improvement Buildings	47,377	-	207,000	-	207,000	150,000
Machinery and Equipment	205,730	73,196	50,000	38,755	47,500	61,167
Total	\$255,082	\$75,225	\$258,100	\$39,913	\$256,248	\$212,667
Fund 14: Wastewater Equipment Replacement						
Office Expense	1,109	1,115	550	557	1,000	1,000
Improvement Buildings	3,070	17,500	-	38,747	-	-
Machinery and Equipment	25,913	11,234	-	1,694	18,010	-
Office Equipment & Furniture	-	-	-	-	-	6,000
Equipment	-	38,246	-	418	557	100,000
Total	30,092	68,094	550	41,416	19,567	107,000
Fund 11: Tertiary Treatment Plant						
Regular Wages	26,528	25,645	28,000	11,951	19,720	28,000
Temporary Wages	2,041	230	-	-	-	-
Overtime Wages	3,013	1,313	-	407	410	-
FICA	2,326	2,071	2,142	941	1,490	2,142
Retirement	6,322	6,627	8,599	3,351	5,290	8,817
Group Insurance	-	-	11,562	-	-	11,759
Special Department Expense	40,312	33,422	35,000	30,404	35,000	35,000
Small Tools Supplies	5	199	1,000	144	500	750
Utilities	52,435	53,173	50,000	29,563	50,000	50,000
Insurance & Surety Bonds	5,215	5,187	6,847	5,388	-	6,900
Laboratory	10,107	5,648	8,000	3,643	6,500	8,000
Maint & Operations of Equipment	21,633	53,173	30,000	26,365	-	40,000
Machinery & Equipment	-	161	15,000	5,757	7,500	12,000
Total	169,938	186,848	196,150	117,915	126,410	203,368
Fund 15- TTP -District Reserve fund						
Office Expense	-	1	-	6	8	12
Grand total of Other Expenses	\$455,111	\$330,169	\$454,800	\$199,251	\$402,233	\$523,047

Revenue projections based on 2017-2018 Steve Toler Financial Summaries
Tentative budgets for 10,11,12,14,15 per past and current data

Table 8
City of Scotts Valley - Wastewater Rate Study
Capital Improvement Projects

		FY 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Total
Priority A Projects													
Screenings Washer and Compactor	WWTP		100,000										100,000
PLC Upgrade	WWTP		50,000	51,500	53,000								154,500
Tanker Truck	WWTP			82,400									82,400
Mission Communications for Lift Stations	WWTP			41,300									41,300
Esclated average								500,000	500,000	500,000	500,000	500,000	2,500,000
Priority B Projects													
Clarifier Walkways	WWTP				100,800								100,800
Water Pump System Upgrade	WWTP				31,800								31,800
Electric Security Gate	WWTP				21,300								21,300
Rebuild Aqua Guards	WWTP					545,000							545,000
Stormwater LID	WWTP					225,600 *							225,600
Belt Press Rehabilitation	WWTP					54,500							54,500
Mechanical Seals for Recycled Water Pumps	WWTP					13,100							13,100
Effluent Pump	WWTP						280,000						280,000
Aeration Basin System Upgrade	WWTP						134,400						134,400
Priority C Projects													
Glen Canyon Lift Station Generator	WWTP					87,300							87,300
Clarifier Superstructure	WWTP						196,000						196,000
Heavy Equipment Roof Structure	WWTP						168,000						168,000
Total		-	150,000	175,200	206,900	925,500	778,400	500,000	500,000	500,000	500,000	500,000	4,736,000

Funding Sources	FY 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Total
Pay go Funded	\$0	\$150,000	\$175,200	\$206,900	\$805,500	\$778,400	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,116,000
Grant Funding	\$0	\$0	\$0	\$0	\$120,000	\$0	\$0	\$0	\$0	\$0	\$0	\$120,000
Debt Funded	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$150,000	\$175,200	\$206,900	\$925,500	\$778,400						\$2,236,000

Priority descriptions:

- Priority A – project is essential/critical to health and safety or legal/regulatory requirements
- Priority B – project is important to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is deferrable and would only be implemented to the extent that higher priority projects are first funded.

*Grant funded of \$120,000

Table 9
City of Scotts Valley - Wastewater Rate Study
Wastewater Cashflow - Projection

	Projected 16/17	2017/18	2018/19	2019/20
Opening Balance	\$ 2,651,438	\$2,388,881.56	\$2,382,398.53	\$2,112,478.66
Rate increase		15%	15%	15%
Growth rate		0%	0%	0%
Residential Revenues	1,365,438	1,570,254	1,805,792	2,076,661
Commercial Revenues	98,313	113,060	130,019	149,522
Volumetric Revenues [1]	411,836	473,612	544,653	626,351
Sewer Fees	1,867,133	2,147,203	2,469,283	2,839,676
Delinquencies	6,618	7,000	7,100	7,200
Other Revenue	19,495	2,000	2,000	2,000
Grant Funding		(46,678)	-	-
Other Revenues				
Fund 11	119,266	120,000	121,200	122,400
Fund 12	115,568	467,600	51,500	53,045
Fund 14	3,700	3,000	3,000	2,400
Fund 15	10,380	11,000	11,000	11,000
Total Revenues	2,142,160	2,711,125	2,665,083	3,037,721
Bank Loan Proceeds				
Total Revenues	2,142,160	2,711,125	2,665,083	3,037,721
Fund 10- Operating Fund	2,002,483	2,044,561	2,224,065	2,309,928
Fund 11- Tertiary Treatment Plant	126,410	203,368	209,469	215,753
Fund 12- Capital Fund	256,248	212,667	219,047	225,618
Fund 14- Wastewater Equipment Fund	19,567	107,000	107,210	107,426
Fund 15-District Reserve Fund	<u>8</u>	<u>12</u>	<u>12</u>	<u>13</u>
Total Expenses	2,404,716	2,567,608	2,759,803	2,858,738
Net Operating Revenues	(262,556)	143,517	(94,720)	178,983
Debt Service				
CIP Pay-go		150,000	175,200	206,900
CIP Debt Finance				
Total	2,404,716	2,717,608	2,935,003	3,065,638
Net Annual Revenues	(262,556)	(6,483)	(269,920)	(27,917)
Fund 10 & 11 Reserve 6 months O&M	1,064,451	1,123,970	1,216,773	1,262,847
Emergency Reserve Fund		<u>1,000,000</u>	<u>1,000,000</u>	<u>1,000,000</u>
Total Reserve Target		2,123,970	2,216,773	2,262,847
Closing Balance	2,388,882	2,382,399	2,112,479	2,084,562
Ratio to Reserve Target		1.12	0.95	0.92

Table 10

City of Scotts Valley - Wastewater Rate Study

Proposed User Classifications into Low, Medium/Domestic, and High Strength Dischargers

Low Strength	Banks & Financial Institutions Barber Shops/Hair Salons (hair cutting only) Post Offices/Government Retail Stores Libraries Schools Churches, Halls & Lodges
Medium/Commercial/ Domestic Strength	Residential - All Appliance Repair Beauty Shops (hair cutting w/additional treatments) Dry Cleaners Nail Salons Pet Groomers Commercial Laundromats Bars & Taverns Tasting Rooms Breweries (with Pretreatment) Hospitals - General, Convalescent & Veterinarian Hotels, Motels, B&Bs, and Vacation Rentals Offices - Business and Professional Offices - Medical/Dental Pools with Restrooms (Clubhouse) Theaters Warehouses Car Washes High Tech Medical Manufacturing Light Manufacturing/Industrial Gym or Health Club Machine Shops Service Stations, Garages, Auto Repair Shops Mini Marts - W/O Dish Washer or Garbage Disposal Mini Mart with Gas Pumps - W/O Dish Washer or Garbage Disposal Spa with Various Beauty Treatments Parking Garages
High Strength	Restaurants Coffee Shops Ice Cream Parlors Catering Eatery Bakeries Butcher Shops Fish Market/Shop Markets - with Dish Washer or Garbage Disposal Markets - with Bakeries or Butcher Shops Mini Marts - with Dish Washer or Garbage Disposal Breweries (without Pretreatment) Wineries Market Dairies (milk producers, yogurt, ice cream maker) Specialty Foods Manufacturing (e.g., cheese or olive oil maker)

Source: Based on State Water Resources Control Board's Revenue Program Guidelines for Wastewater Agencies

Table 11

City of Scotts Valley - Wastewater Rate Study
Wastewater Characteristics and Strength Factors

Strength Class	LOW	MEDIUM	HIGH
Examples:	Banks Libraries	Residential Offices	Restaurants Bakeries
Flow (gpd)	150	150	150
BOD ¹ (mg/l)	130	300	550
TSS ² (mg/l)	100	280	450
Strength Factor	0.76	1.00	1.29
System Cost Allocation			
-Treatment	60%		
-Collection/Disposal	40%		

Strength Factor Formula $SF = (Flow(gpd)/150) * (0.5 + (0.25 * BOD(mg/l)/300) + (0.25 * TSS(mg/l)/280))$

WW flows and strengths based on State Water Resources Control Board's Revenue Program Guidelines

1 "BOD" stands for Biochemical Oxygen Demand

2 "TSS" stands for Total Suspended Solids

Table 12

City of Scotts Valley - Wastewater Rate Study
Summary of Sewer Users by Customer Class

Customer Class	EDUs ¹	Annual Measured ADWF ² (gal/day)	ADWF Flow (gal/day)	FY 2016 Estimate EDU x Flow ADWF Flow (gal/day)	BOD ³ (mg/l)	TSS ⁴ (mg/l)	FY 2017 Calculated Current Rate
Residential							
Single Family Residential	2,311		150	346,650	300	280	30.57
Multi-Family	1,308		105	137,438	300	280	21.41
Mobile Homes	768		100	76,861	300	280	20.40
				560,950			
Commercial							
			Flow Factor				
Low Strength	60	37,000	50%	18,500	130	100	0.55
Medium/Domestic Strength	142	200,000	50%	100,000	300	280	0.73
High Strength	47	<u>37,000</u>	50%	18,500	550	450	0.94
		274,000		137,000			
Totals				697,950			
Annual Revenue Requirement				\$1,867,133			

1 "EDU" stands for Equivalent Dwelling Unit

2 "ADWF" stands for Average Dry Weather Flow

3 "BOD" stands for Biochemical Oxygen Demand

4 "TSS" stands for Total Suspended Solids

Table 13

Scotts Valley - Wastewater Rate Study

Proposed Wastewater Rates- Pay-As-You-Go

	Current	2017/18	2018/19	2019/20
Increase %		15%	15%	15%
<u>Commercial and Industrial</u>				
Monthly Minimum Fee	\$ 30.57	\$35.16	\$40.43	\$46.49
Increase (\$)		\$4.59	\$5.27	\$6.06
<u>Charge per 100gal - Uniform Rate</u>	\$ 0.79			
<u>Charge per 100gal - With Strength Factor</u>				
Low: Retail/Libraries		\$ 0.63	\$ 0.73	\$ 0.84
Medium: Offices/Medical Clinics		\$ 0.84	\$ 0.97	\$ 1.11
High: Restaurant/Bakeries		\$ 1.08	\$ 1.24	\$ 1.43

Figure 1: Regional Wastewater Rate Study with Breakdown

Scotts Valley - Wastewater Rate Study

Residential Wastewater Rate Survey

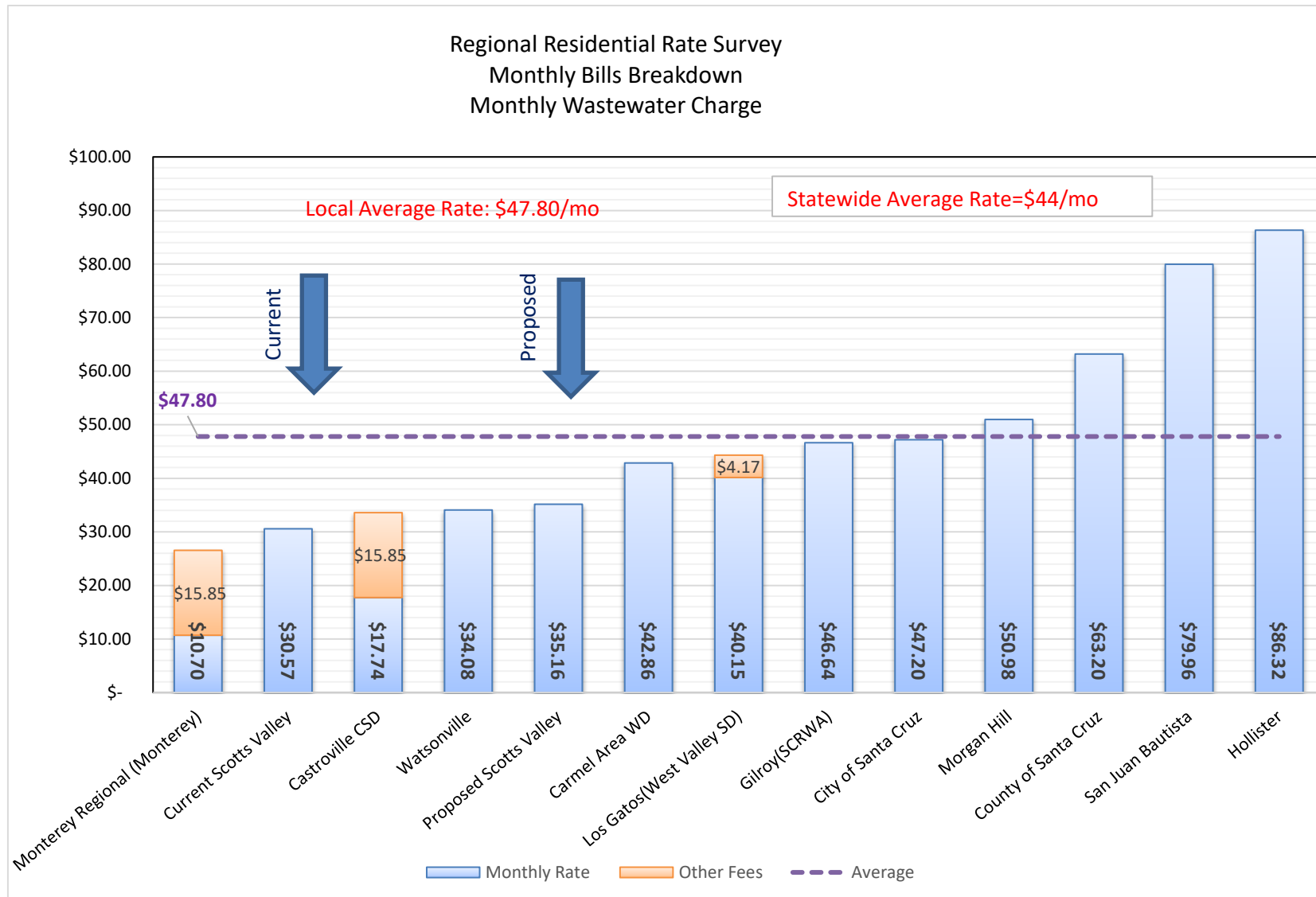
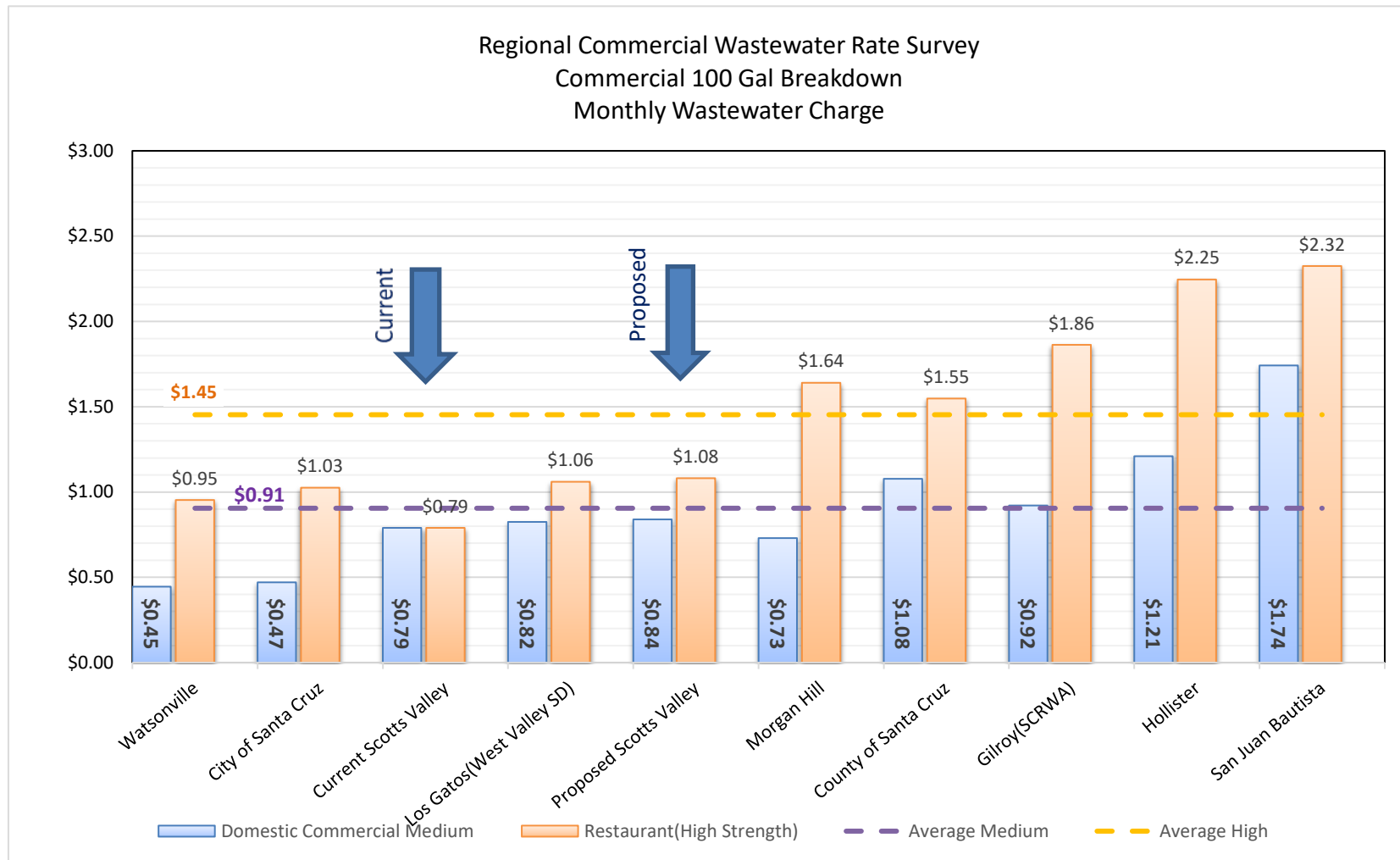


Figure 2: Regional Wastewater Rate Study with Breakdown

Scotts Valley - Wastewater Rate Study

Commercial Wastewater Rate Survey



Appendix

Appendix A
City of Scotts Valley - Wastewater Rate Study
Wastewater Cash Flow Projection- FUND 10

	Est. Act 2015/16	Budget 2016/17	Projected		
			2017/18	2018/19	2019/20
Wastewater Utility Operating (Fund 10)	\$242,413	(102,663)	(211,900)	(347,461)	(643,426)
Rate Adjustment	0%	0%	0%	0%	0%
Growth	0%	0%	0%	0%	0%
Operating Revenues (Fund 10)					
Sewer Service Fees	1,852,411	1,867,133	1,900,000	1,919,000	1,938,200
Wastewater Discharge Permits	-				
Penalties for Delinquences	5,649	6,618	7,000	7,100	7,200
Other Revenue	2,660	19,495	2,000	2,000	2,000
Investment Earnings					
Transfer					
Subtotal Operating Revenues	1,860,720	1,893,246	1,909,000	1,928,100	1,947,400
Operating Expenses (Fund 10)					
Salaries & Benefits	982,971	933,205	975,022	1,004,273	1,034,401
Pers Discount Rate Impact				34,584	58,729
Electro Pipeline Scan				85,000	85,000
Services & Supplies	963,416	811,378	711,300	732,639	754,618
Fixed Assets	16,283	42,500	27,500	28,325	29,175
Other	243,125	215,400	256,200	263,886	271,803
Directly-assigned assets			19,146	19,721	20,312
Allocation from IT Centralized Assets			8,167	8,412	8,664
OFEB Funding			47,226	47,226	47,226
Subtotal Operating Expenses	2,205,795	2,002,483	2,044,561	2,224,065	2,309,928
Net Balance	(345,076)	(109,237)	(135,561)	(295,965)	(362,528)
Closing Fund Balance Fund 10	(102,663)	(211,900)	(347,461)	(643,426)	(1,005,954)

Appendix B
City of Scotts Valley - Wastewater Rate Study
Wastewater Cash Flow Projection-FUND 12

	Est. Act 2015/16	Budget 2016/17	Projected		
			2017/18	2018/19	2019/20
Wastewater Collection Capital (Fund 12)	\$2,161,412	\$2,207,479	2,066,799	2,321,732	2,258,686
Rate Adjustment	0%	0%	0%	0%	0%
Growth	0%	0%	0%	0%	0%
Capital Fund Revenues (Fund 12)					
Investment Earnings	5,584	5,642	5,600	4,500	3,600
Impact Fee - Recurring	16,715	61,126	50,000	51,500	53,045
Impact Fee - Significant	12,274	48,800	412,000	100,000	103,000
Other Revenue	86,720				
Allocated Impact Fees					
Debt/Bond Proceeds					
Subtotal Capital Revenues	121,293	115,568	467,600	156,000	159,645
Capital Fund Expenses (Fund 12)					
Group Insurance	-	248	-	-	-
Office Expense	2,029	1,500	1,500	1,545	1,591
Improvement Buildings	-	207,000	150,000	154,500	159,135
Machinery and Equipment	73,196	47,500	61,167	63,002	64,892
Transfer to Joint Treatment Capital Recovery Fund 63					
Subtotal Capital Expenses	75,225	256,248	212,667	219,047	225,618
Net Balance	46,068	(140,680)	254,933	(63,047)	(65,973)
Closing Fund Balance Fund 12	\$2,207,479	\$2,066,799	2,321,732	2,258,686	\$2,192,713

Appendix C

City of Scotts Valley - Wastewater Rate Study

Wastewater Cash Flow Projection-Fund 14

	Est. Act 2015/16	Budget 2016/17	Projected		
			2017/18	2018/19	2019/20
Wastewater Equipment Replacement (Fund 14)	815,744	750,667	734,800	630,800	526,590
Rate Adjustment	0%	0%	0%	0%	0%
Growth	0%	0%	0%	0%	0%
Fund Revenues (Fund 14)					
Investment Earnings	3,017	3,700	3,000	3,000	2,400
Subtotal Joint Treatment Capital Recovery Revenues	3,017	3,700	3,000	3,000	2,400
Joint Treatment Capital Recovery Fund Expenses (Fund 14)					
Office Expense	1,115	1,000	1,000	1,030	1,061
Improvement Buildings	17,500	0	0	0	0
Machinery and Equipment	11,234	18,010	0	0	0
OfficeEQMT & Furniture	0	0	6,000	6,180	6,365
Vehicles	38,246	557	100,000	100,000	100,000
Subtotal Joint Treatment Capital Recovery Expenses	68,094	19,567	107,000	107,210	107,426
Net Balance	(65,077)	(15,867)	(104,000)	(104,210)	(105,026)
Closing Fund Balance Fund 14	750,667	734,800	630,800	526,590	421,564

Appendix E
City of Scotts Valley - Wastewater Rate Study
Wastewater Cash Flow Projection-FUND 11

	Est. Act 2015/16	Budget 2016/17	Projected		
			2017/18	2018/19	2019/20
Tertiary Treatment Plant (Fund 11)	(45,661)	(130,425)	(137,569)	(220,937)	(309,206)
Rate Adjustment	0%	0%	0%	0%	0%
Growth	0%	0%	0%	0%	0%
Operating Revenue (Fund 11)					
SV Water Department Reimbursements	102,084	119,266	120,000	121,200	122,400
Subtotal Joint Treatment Capital Recovery Revenues	102,084	119,266	120,000	121,200	122,400
Expenses (Fund 11)					
Regular Wages	25,645	19,720	28,000	28,840	29,705
Temporary Wages	230	0	0	0	0
Overtime Wages	1,313	410	0	0	0
FICA	2,071	1,490	2,142	2,206	2,272
Retirement	6,627	5,290	8,817	9,082	9,354
Group Insurance	0	0	11,759	12,112	12,475
Special Department Expense	33,422	35,000	35,000	36,050	37,132
Small Tools Supplies	199	500	750	773	796
Utilities	53,173	50,000	50,000	51,500	53,045
Insurance & Surety Bonds	5,187	0	6,900	7,107	7,320
Laboratory	5,648	6,500	8,000	8,240	8,487
Maint & Operations of Equipment	53,173	0	40,000	41,200	42,436
Machinery & Equipment	161	7,500	12,000	12,360	12,731
	0	0	0	0	0
Subtotal Joint Treatment Capital Recovery Expenses	186,848	126,410	203,368	209,469	215,753
Net Balance	(84,764)	(7,144)	(83,368)	(88,269)	(93,353)
Closing Fund Balance Fund 11	(130,425)	(137,569)	(220,937)	(309,206)	(402,559)

Appendix E
City of Scotts Valley - Wastewater Rate Study
Wastewater Cash Flow Projection-FUND 11

	Est. Act 2015/16	Budget 2016/17	Projected		
			2017/18	2018/19	2019/20
District Reserve fund (Fund 15)	(10,324)	(4,229)	6,143	17,181	28,169
Rate Adjustment	0%	0%	0%	0%	0%
Growth	0%	0%	0%	0%	0%
Operating Revenue (Fund 15)					
Investment Earnings	2	43	50	0	0
Other Revenue	6,096	10,337	11,000	11,000	11,000
Subtotal Joint Treatment Capital Recovery Revenues	6,096	10,380	11,050	11,000	11,000
Expenses (Fund 15)					
Office Expense	1	8	12	12	13
	0	0	0	0	0
Subtotal Joint Treatment Capital Recovery Expenses	1	8	12	12	13
Net Balance	6,095	10,372	11,038	10,988	10,987
Closing Fund Balance Fund 15	(4,229)	6,143	17,181	28,169	39,156