

AGENDA

CITY OF WATSONVILLE

CITY COUNCIL MEETING

Opportunity Through Diversity; Unity Through Cooperation.



Working with our community to create positive impact through service with heart.

Rebecca J. Garcia, Mayor, District 5

Trina Coffman-Gomez, Mayor Pro Tempore, District 6

Felipe Hernandez, Council Member, District 1

Aurelio Gonzalez, Council Member, District 2

Lowell Hurst, Council Member, District 3

Francisco Estrada, Council Member, District 4

Ari Parker, Council Member, District 7

Matt Huffaker, City Manager

Alan J. Smith, City Attorney

Beatriz Vázquez Flores, City Clerk

City Council Chambers

275 Main Street, Top Floor

Watsonville, CA 95076

Spanish language interpretation is available



Americans with Disabilities Act

The City of Watsonville, in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access and/or participate in City Council meetings, please call the City Clerk's Office at least three (3) days in advance of the meeting to make arrangements. The City of Watsonville TDD number is (831) 763-4075.

Meetings are televised live on Charter Cable Communications Channel 70 and AT&T Channel 99 and re-broadcast on Thursday at 5:00 p.m. and Saturday at 8:00 a.m. the same week of the meeting.

For information regarding this agenda or interpretation services, please call the City Clerk's Office at (831) 768-3040.

AGENDA PACKET

Attachments: [Agenda Packet](#)

AGENDA EN ESPAÑOL

Attachments: [Agenda en Español](#)

4:30 p.m.

Anyone Addressing the City Council is asked to fill out a blue card and leave it at the podium for recording purposes

(IF YOU CHALLENGE ANY ACTION APPEARING ON THIS AGENDA IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE PUBLIC MEETING DESCRIBED ON THIS AGENDA, OR IN WRITTEN CORRESPONDENCE DELIVERED TO THE CITY CLERK BY 3:00 P.M. ON THE MEETING DATE, OR DURING THE PUBLIC MEETING.)

1. ROLL CALL

2. INFORMATION ITEMS

A. REPORT OF DISBURSEMENTS

Attachments: [Report of Disbursements March 4, 2020](#)

B. MISCELLANEOUS DOCUMENTS REPORT

Attachments: [Miscellaneous Documents Report March 10, 2020](#)

C. WRITTEN REPORTS BY COUNCIL MEMBERS REGARDING ACTIONS TAKEN ON THEIR REGIONAL COMMISSIONS/BOARD MEETINGS THAT MAY AFFECT THE CITY OF WATSONVILLE (IF ANY)

Attachments: [Gonzalez Report](#)

3. REPORTS TO COUNCIL

A. WASTEWATER FACILITIES MASTER PLAN STUDY SESSION

Requested by: Public Works & Utilities Director Palmisano

Attachments: [Wastewater Facilities Master Plan Study Session - Report](#)

[Wastewater Facilities Master Plan Study Session - PPT](#)

- 1) Staff Report
- 2) City Council Clarifying & Technical Questions
- 3) Public Input
- 4) Motion Accepting Wastewater Facilities Master Plan
- 5) City Council Deliberation on Motion(s)

4. CONSENT AGENDA

All items appearing on the Consent Agenda are recommended actions which are considered to be routine and will be acted upon as one consensus motion. Any items removed will be considered immediately after the consensus motion. The Mayor will allow public input prior to the approval of the Consent Agenda.

Public Input on any Consent Agenda Item

A. MOTION APPROVING MINUTES OF FEBRUARY 25, 2020

Attachments: [Minutes 022520](#)
[Revised Minutes CC022519](#)

B. RESOLUTIONS ACCEPTING GRANT & APPROVING PLANS & SPECIFICATIONS & CALLING FOR BIDS FOR AIRPORT BOULEVARD AT HOLM ROAD SIGNAL INSTALLATION PROJECT NO. TR-20-01 (HSIPL-5031 (036)) (COST OF \$481,600 WILL BE FUNDED FROM THE HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 9 GRANT)

Requested by: Public Works & Utilities Director Palmisano
Attachments: [Call Bids for Airport at Holm Signal Project - Report](#)
[HSIP Grant Acceptance - Resolution](#)
[Call Bids for Airport at Holm Signal Project - Resolution](#)

a) RESOLUTION ACCEPTING THE HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) GRANT CYCLE 9 OF \$481,600 FROM THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) DIVISION OF LOCAL ASSISTANCE FOR THE CITY TO FUND THE AIRPORT BOULEVARD AT HOLM ROAD SIGNAL INSTALLATION, PROJECT NO. TR-20-01 (HSIP-5031(036))

b) RESOLUTION APPROVING PLANS & SPECIFICATIONS & CALLING FOR BIDS FOR AIRPORT BOULEVARD AT HOLM ROAD SIGNAL INSTALLATION PROJECT NO. TR-20-01 (HSIPL-5031 (036)) (COST OF \$481,600 WILL BE FUNDED FROM THE HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 9 GRANT)

C. RESOLUTION AWARDING CONTRACT TO SST CONSTRUCTION, LLC., DBA SUNSYSTEMS TECHNOLOGY, TO PROVIDE OPERATION & MAINTENANCE SERVICES FOR THE CITY'S SOLAR PHOTOVOLTAIC SYSTEMS AT THREE CITY SITES, IN AN AMOUNT NOT TO EXCEED \$104,370 FOR FIVE YEARS, (\$104,370 WILL BE FUNDED BY THE GENERAL FUND - 17%, WATER ENTERPRISE FUND - 27%, & WASTEWATER FUND - 56%)

Requested by: Public Works & Utilities Director Palmisano

Attachments: [Award Contract for Solar Maintenance to SunSystems Technology - Report](#)

[Award Contract for Solar Maintenance to SunSystems Technology - Resolution](#)

D. RESOLUTION AWARDING CONTRACT TO CALCON SYSTEMS, INC., FOR ON-CALL SCADA SYSTEM INTEGRATION SERVICES, IN AN AMOUNT NOT TO EXCEED \$285,000 OVER THREE YEARS FROM FY 20/21 THROUGH FY 22/23 (\$285,000 WILL BE SPREAD OVER THREE FISCAL YEARS: FUNDED BY WASTEWATER ENTERPRISE FUND & WATER ENTERPRISE FUND)

Requested by: Public Works & Utilities Director Palmisano

Attachments: [Awarding Contract to Calcon Systems SCADA System Integration - Report](#)

[Awarding Contract to Calcon Systems SCADA System Integration- Resolution](#)

E. RESOLUTION AWARDING CONTRACT TO LUHDORFF & SCALMANINI CONSULTING ENGINEERS, INC., TO PLAN & DESIGN A NEW WELL & PUMP STATION & DEVELOP BID DOCUMENTS, IN AN AMOUNT NOT TO EXCEED \$434,088, (\$434,088 WILL BE FUNDED BY THE WATER ENTERPRISE FUND)

Requested by: Public Works & Utilities Director Palmisano

Attachments: [Award Contract for Well & Pump Station to Luhdorff & Scalmanini - Report](#)

[Award Contract for Well & Pump Station to Luhdorff & Scalmanini - Resolution](#)

F. [RESOLUTION AUTHORIZING PURCHASE ORDER WITH ACCURATE AIR ENGINEERING, INC., FOR A NEW DIGESTER GAS ROTARY SCREW AIR COMPRESSOR, IN AN AMOUNT NOT TO EXCEED \\$240,138.00 PLUS FREIGHT & SALES TAX, PAID BY WASTEWATER ENTERPRISE FUNDS](#)

Requested by: Public Works & Utilities Director Palmisano

Attachments: [WWTP Compressor Purchase Order - Report](#)

[WWTP Compressor Purchase Order - Resolution](#)

5. ITEMS REMOVED FROM CONSENT AGENDA

5:30 p.m.

6. CLOSED SESSION

(City Council Conference Room, 275 Main Street, 4th Floor)

A. [CLOSED SESSION AGENDA](#)

Attachments: [CLOSED SESSION AGENDA](#)

- 1) Public Comments regarding the Closed Session agenda will only be accepted by the City Council at this time.

- 2) Closed Session Announcement
The City Council will now recess to discuss those items listed on the Closed Session Statement attached to the Agenda.

6:30 p.m.

7. ROLL CALL

8. PLEDGE OF ALLEGIANCE

9. PRESENTATIONS & ORAL COMMUNICATIONS

This time is set aside for members of the general public to address the Council on any item not on the Council Agenda, which is within the subject matter jurisdiction of the City Council. No action or discussion shall be taken on any item presented except that any Council Member may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Council will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. ALL SPEAKERS ARE ASKED TO FILL OUT A BLUE CARD & LEAVE IT AT THE TABLE DESIGNATED NEAR THE PODIUM, GO TO THE PODIUM AND ANNOUNCE THEIR NAME AND ADDRESS IN ORDER TO OBTAIN AN ACCURATE RECORD FOR THE MINUTES.

- A. MAYOR'S PROCLAMATION RECOGNIZING MARCH 2020 AS NATIONAL RED CROSS MONTH**
- B. ORAL COMMUNICATIONS FROM THE PUBLIC**
- C. ORAL COMMUNICATIONS FROM THE COUNCIL (2 MINUTES EACH)**
- D. REPORT OUT OF CLOSED SESSION**

10. PUBLIC HEARINGS, ORDINANCES, & APPEALS

- A. CONSIDERATION OF TEXT AMENDMENTS TO TITLE 14 (ZONING) OF THE WATSONVILLE MUNICIPAL CODE (WMC) CHAPTERS 14-16 (DISTRICT REGULATIONS) & 14-53 (CANNABIS FACILITIES) REGARDING CULTIVATION, MANUFACTURE, DISTRIBUTION, TESTING, DELIVERY & RETAIL SALES OF CANNABIS & CANNABIS PRODUCTS -- CONTINUED TO MARCH 24, 2020**

Requested by: Community Development Director Merriam

Attachments: Cannabis Ordinance - Report
Cannabis Ordinance - PPT
Cannabis Ordinance - Correspondence
WMC 14-16 District Regulations Ordinance
WMC 14-53 Medical Cannabis Facilities
Cannabis Fees - Resolution

- 1) Staff Report
- 2) City Council Clarifying & Technical Questions
- 3) Public Hearing

- 4) Motion Whether to Approve Staff Recommendation:
 - a) ORDINANCE INTRODUCTION AMENDING CERTAIN SECTIONS OF CHAPTER 14-16 (DISTRICT REGULATIONS) OF TITLE 14 (ZONING) OF WATSONVILLE MUNICIPAL CODE FOR THE REGULATION OF CANNABIS BUSINESSES LOCATED WITHIN THE CITY
 - b) ORDINANCE INTRODUCTION REPEALING CHAPTER 53 (CANNABIS FACILITIES) OF TITLE 14 (ZONING) IN ITS ENTIRETY & ADDING A NEW CHAPTER 53 OF TITLE 14 (ZONING) OF THE WATSONVILLE MUNICIPAL CODE REGARDING CULTIVATION, MANUFACTURE, DISTRIBUTION, TESTING, DELIVERY & RETAIL SALES OF CANNABIS & CANNABIS PRODUCTS
 - c) RESOLUTION ESTABLISHING & ADOPTING CERTAIN FEES RELATED TO THE REVIEW & PROCESSING OF CANNABIS FACILITY APPLICATIONS & ISSUANCE & ANNUAL RENEWAL OF CANNABIS FACILITIES IDENTIFICATION BADGES BY THE WATSONVILLE CHIEF OF POLICE TO OWNERS, MANAGERS & EMPLOYEES OF PERMITTED & APPROVED CANNABIS FACILITIES OPERATING IN THE CITY OF WATSONVILLE
- 5) City Council Deliberation on Motion(s)

11. NEW BUSINESS

A. PRESENTATION ON OVERVIEW OF PROGRAM IMPLEMENTATION ANALYSIS FOR ORGANIC WASTE METHANE EMISSIONS REDUCTIONS (SB 1383)

Requested by: Public Works & Utilities Director Palmisano

Attachments: [Implementation of SB1383 - Report](#)

[Senate Bill 1383](#)

[Implementation of SB1383 - PPT](#)

- 1) Staff Report
- 2) City Council Clarifying & Technical Questions
- 3) Public Input
- 4) Motion Accepting Draft Organic Waste Methane Emissions Reductions (SB 1383) Implementation Plan
- 5) City Council Deliberation on Motion(s)

B. CONSIDERATION OF APPROVAL OF PROJECT LISTS FOR TRANSPORTATION PROJECTS FUNDED BY MEASURE D & SB 1

Requested by: Public Works & Utilities Director Palmisano

Attachments: [Measure D & SB1 Expenditure Plan - Report](#)

[Measure D Expenditure Plan - Resolution](#)

[SB 1 Transportation Project List - Resolution](#)

[Measure D & SB1 Expenditure Plan - PPT](#)

- 1) Staff Report
- 2) City Council Clarifying & Technical Questions
- 3) Public Input
- 4) Motion Whether to Approve Staff Recommendation:
 - a) RESOLUTION APPROVING 2020 MEASURE D 5-YEAR PROGRAM OF PROJECTS (FY 2020/2021 - FY 2024/2025) FUNDED BY MEASURE D APPROVED BY VOTERS ON NOVEMBER 8, 2016
 - b) RESOLUTION APPROVING THE CITY OF WATSONVILLE – SB1 PROJECT LIST FY 20/21 TO BE FUNDED BY SENATE BILL 1 FUNDS
- 5) City Council Deliberation on Motion(s)

12. EMERGENCY ITEMS ADDED TO AGENDA

A. DECLARATION OF LOCAL HEALTH EMERGENCY REGARDING NOVEL CORONAVIRUS (COVID-19)

Requested by: Fire Chief Lopez Sr.

Attachments: [Declaration of local emergency - Report](#)

[Declaration of Local Emergency - Resolution](#)

- 1) Staff Report
- 2) City Council Clarifying & Technical Questions
- 3) Public Input

- 4) Motion Whether to Approve Staff Recommendation:

RESOLUTION DECLARING LOCAL HEALTH EMERGENCY REGARDING NOVEL CORONAVIRUS (COVID-19)

- 5) City Council Deliberation on Motion(s)

13. REQUESTS & SCHEDULING FUTURE AGENDA ITEMS

14. ADJOURNMENT

Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day and on the City of Watsonville website at www.cityofwatsonville.org.

Materials related to an item on this Agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office (275 Main Street, 4th Floor) during normal business hours. Such documents are also available on the City of Watsonville website at www.cityofwatsonville.org subject to staff's ability to post the document before the meeting.

CITY OF WATSONVILLE
 FINANCE DEPARTMENT
 SUMMARY OF DISBURSEMENTS
 WARRANT REGISTER DATED 2/21/2020 TO 3/4/2020

FUND NO.	FUND NAME	AMOUNT
120	TRUST FUND	3,172.00
130	EMPLOYEE CASH DEDUCTIONS FUND	696,197.43
150	GENERAL FUND	241,348.21
160	RETIREMENT FUND	2,609.00
202	REDEVELOPMENT OBLIG RETIREMENT	420.23
204	HOUSING FUND	1,120.00
205	COMMUNITY DEV BLOCK GRANT	16,806.46
246	CIVIC CENTER COMMON AREA	24,020.66
250	LIBRARY FUND	45,140.34
260	SPECIAL GRANTS	6,373.91
305	GAS TAX	542,556.60
306	SB1-GAS TAX FUNDING	16,654.18
309	PARKING GARAGE FUND	7,000.05
310	SALES TAX MEASURE G	46,294.71
312	MEASURE D-TRANSPORTATION FUND	257,260.83
354	SPECIAL DISTRICT FUNDS	46,293.07
710	SEWER SERVICE FUND	366,723.27
720	WATER OPERATING FUND	122,480.65
730	AIRPORT ENTERPRISE FUND	20,421.76
740	WASTE DISPOSAL FUND	23,109.98
780	WORKER'S COMP/LIABILITY FUND	50,229.23
787	HEALTH INSURANCE FUND POOL	19,268.81
	TOTAL	2,555,501.38

TOTAL ACCOUNTS PAYABLE 2/21/2020 TO 3/4/2020	1,859,303.95
PAYROLL INVOICES	696,197.43
TOTAL OF ALL INVOICES	2,555,501.38

Check Register

For the Period 2/20/2020 through 3/4/2020

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0120	ONE TIME VENDOR	36046	2/25/2020	11-2019-013874	REDUND RAMSAY PARK	\$324.00
		36048	2/25/2020	01-2020-014387	REFUND RAMSAY PARK	\$324.00
		36047	2/25/2020	02-2020-016906	REFUND- CIVIC PLAZA COMMUNITY ROOM DEPOSIT	\$590.00
		36050	2/25/2020	01-2020-014297	REFUND MELLO CENTER	\$500.00
		36051	2/25/2020	12-2019-014155	REFUND WATS SENIOR CENTER	\$450.00
		36049	2/25/2020	02-2020-016985	REFUND PINTO LAKE PAVILION	\$100.00
	SALUD PARA LA GENTE INC	36085	2/25/2020	02-2020-016910	REFUND- VETERAN'S MEMORIAL BUILDING DEPOSIT	\$609.00
	SANTA CRUZ COUNTY OFFICE OF EDUCATION	36087	2/25/2020	02-2020-016908	REFUND-CIVIC PLAZA DEPOSIT FOR RENTAL 01/21/2020	\$275.00
	Fund Total					\$3,172.00
0130	AFLAC	36142	2/28/2020	60164	Payroll Run 1 - Warrant 200228	\$10,228.14
	BENEFIT COORDINATORS CORPORATION	36143	2/28/2020	60152	Payroll Run 1 - Warrant 200228	\$1,009.65
	CA STATE DISBURSEMENT UNIT	543	2/28/2020	60166	Payroll Run 1 - Warrant 200228	\$5,301.61
	CINCINNATI LIFE INSURANCE CO	36144	2/28/2020	60163	Payroll Run 1 - Warrant 200228	\$45.13
	COLONIAL LIFE & ACCIDENT INS	36145	2/28/2020	60154	Payroll Run 1 - Warrant 200228	\$198.40
	COUNTY OF SANTA CRUZ-SHERIFF-CORONER	36146	2/28/2020	60155	Payroll Run 1 - Warrant 200228	\$554.60
	ICMA RETIREMENT TRUST 457	539	2/28/2020	60211	Payroll Run 1 - Warrant 200228	\$3,070.49
		540	2/28/2020	60156	Payroll Run 1 - Warrant 200228	\$40,837.73
	PROF FIRE FIGHTERS-WATSONVILLE	36147	2/28/2020	60157	Payroll Run 1 - Warrant 200228	\$2,550.00
	PUBLIC EMP RETIREMENT SYSTEM	541	2/28/2020	60158	Payroll Run 1 - Warrant 200228	\$261,424.55
	SALLY MCCOLLUM	36148	2/28/2020	60153	Payroll Run 1 - Warrant 200228	\$500.00
	SEIU LOCAL 521	36149	2/28/2020	60212	Payroll Run 1 - Warrant 200228	\$35.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0130	SEIU LOCAL 521	36150	2/28/2020	60159	Payroll Run 1 - Warrant 200228	\$1,389.92
	STATE OF CALIFORNIA TAX BOARD	36152	2/28/2020	60161	Payroll Run 1 - Warrant 200228	\$1,175.14
	WAGEWORKS INC	36153	2/28/2020	60165	Payroll Run 1 - Warrant 200228	\$4,218.98
	WIRE TRANSFER-IRS	542	2/28/2020	60162	Payroll Run 1 - Warrant 200228	\$304,402.66
	WIRE TRANSFER-STATE OF CALIFORNIA	36151	2/28/2020	60160	Payroll Run 1 - Warrant 200228	\$59,255.43
	Fund Total					\$696,197.43
0150	A TOOL SHED RENTALS, INC.	35887	2/25/2020	1402897-6	EQUIPMENT RENTAL	\$59.95
	A-1 JANITORIAL SERVICE	35888	2/25/2020	7559	JANITORIAL SERVICES	\$700.00
	ACE HARDWARE	35890	2/25/2020	01/31/2020	SUPPLIES	\$13.08
		35890	2/25/2020	01/31/2020	SUPPLIES	\$61.12
		35890	2/25/2020	01/31/2020	SUPPLIES	\$13.10
		35890	2/25/2020	01/31/2020	SUPPLIES	\$21.81
		35890	2/25/2020	01/31/2020	SUPPLIES	\$92.30
		35890	2/25/2020	01/31/2020	SUPPLIES	\$37.12
		35890	2/25/2020	01/31/2020	SUPPLIES	\$21.84
		35890	2/25/2020	01/31/2020	SUPPLIES	\$2.17
		35890	2/25/2020	01/31/2020	SUPPLIES	\$49.10
		35890	2/25/2020	01/31/2020	SUPPLIES	\$268.64
		35890	2/25/2020	01/31/2020	SUPPLIES	\$121.66
		35890	2/25/2020	01/31/2020	SUPPLIES	\$14.38
		35890	2/25/2020	01/31/2020	SUPPLIES	\$146.57
		35890	2/25/2020	01/31/2020	SUPPLIES	\$106.97
		35890	2/25/2020	01/31/2020	SUPPLIES	\$251.44
		35890	2/25/2020	01/31/2020	SUPPLIES	\$138.23
		35890	2/25/2020	01/31/2020	SUPPLIES	\$174.29

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	ACE HARDWARE	35890	2/25/2020	01/31/2020	SUPPLIES	\$73.65
		35890	2/25/2020	01/31/2020	SUPPLIES	\$37.11
		35890	2/25/2020	01/31/2020	SUPPLIES	\$15.27
	AGILIS SYSTEMS, LLC	35892	2/25/2020	2356468	#2356468, VEHICLE TRACKING SERVICE	\$68.97
	AMREP COMPANY, INC	35896	2/25/2020	02/01/2020	PARTS	\$1,645.28
	ASSOCIATION OF BAY AREA GOVERNMENTS	35899	2/25/2020	AR022028	FY20-LEVELIZED CHARGE- NATURAL GAS	\$2,443.60
		35899	2/25/2020	AR022028	FY20-LEVELIZED CHARGE- NATURAL GAS	\$574.96
		35899	2/25/2020	AR022028	FY20-LEVELIZED CHARGE- NATURAL GAS	\$215.61
		35899	2/25/2020	AR022028	FY20-LEVELIZED CHARGE- NATURAL GAS	\$574.97
	AT&T-CAL NET 2	35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$47.40
		35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$680.86
		35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$76.24
		35901	2/25/2020	000014296831	CALNET3_100 MBLINE FROM 01/10/2020-02/09/2020	\$1,455.45
		35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$736.40
		35901	2/25/2020	000014226923	CALNET3_PRI ACCOUNT FROM 12/24/19-01/23/2020	\$1,794.26
		35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$20.94
		35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$15.07
		35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$2,609.41
		35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$15.08

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	AT&T-CAL NET 2	35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$331.84
		35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$61.17
		35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$898.63
	ATLAS COPCO COMPRESSORS, LLC	35902	2/25/2020	1120010742	PARTS AND LABOR	\$960.14
	AUTO CARE LIFESAVER TOWING	35903	2/25/2020	20-18656	HEAVY DUTY TOWING	\$420.00
		35903	2/25/2020	20-18673	TOW FEE	\$54.00
	BAKER & TAYLOR BOOKS	35906	2/25/2020	L1073594-1/31/2020	BOOKS	\$2,791.75
		35906	2/25/2020	L5858864-1/31/2020	BOOKS	\$337.49
		35906	2/25/2020	C0116843-1/31/2020	BOOKS	\$158.54
	BEAR ELECTRICAL SOLUTIONS INC.	35909	2/25/2020	9633	INV#9633 JOB#300117537 TREELIGHT KNOCKDOWN AT SW H	\$2,994.88
	BEWLEY'S CLEANING, INC.	36155	3/4/2020	007548	JANITORIAL SERVICES	\$258.00
		36155	3/4/2020	007958	JANITORIAL SERVICES	\$296.70
		36155	3/4/2020	008264	JANITORIAL SERVICES	\$296.70
		36155	3/4/2020	008362	JANITORIAL SERVICES	\$296.70
	BODY BY HANK	35912	2/25/2020	19540	REPAIRS	\$1,932.87
		35912	2/25/2020	19104	FIRE ENGINE REPAIR	\$4,034.88
		35912	2/25/2020	19336	BODY LABOR	\$655.96
	BOUNDTREE MEDICAL LLC	35913	2/25/2020	83489122	First Aid Supplies	\$177.64
	BRODART CO.	35915	2/25/2020	755922-020320	JANUARY STATEMENT - BOOKS	\$826.52
	BTJ ENTERPRISES	35916	2/25/2020	1911009	FACTORY SALE AD	\$344.10
		35916	2/25/2020	1911009P	FACTORY SALE AD	\$1,021.05
	BURTON'S FIRE APPARATUS, INC.	35917	2/25/2020	W78402	LABOR AND REPAIRS	\$7,689.92
	CALIFORNIA ARMED GUARDS	35918	2/25/2020	HR03089	INV#HR03089 -SECURITY SERVICES	\$325.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	CALIFORNIA ARMED GUARDS	35918	2/25/2020	HR03090	INV#HR03090 - SECURITY SERVICES	\$137.50
	CDW GOVERNMENT, INC.	35921	2/25/2020	WTQ8429	BAGS FOR ISD & PW DOCKING STATION FOR C.DIRENZO	\$26.21
		35921	2/25/2020	WTG9434	FORTINET CONVERTERS FOR FIREWALL	\$36.79
	CENTRAL COAST AUTOBODY PAINT & SUPPLIES	35922	2/25/2020	118499	St.2 Vehicle detail spray	\$21.80
	CENTRAL COAST DIESEL	35923	2/25/2020	233500	REPAIRS	\$69.63
		35923	2/25/2020	226761	Repairs to T4470	\$5,446.76
	CENTRAL COAST LANDSCAPE & MAINTENANCE	35924	2/25/2020	20713	MAINT FEB 2020	\$400.00
	CENTRAL EQUIPMENT SERVICE	35926	2/25/2020	108102	Repairs to Compressor at Station2	\$1,731.55
	CENTRAL FIRE PROTECTION DISTRICT	36124	2/26/2020	1/1/2020 TO 6/30/202	ANDREA CURTIS MEMBERSHIP	\$32.50
	CHARTER COMMUNICATIONS	36127	2/26/2020	0002463021520	SERVICE	\$30.23
		36127	2/26/2020	0002463021520	SERVICE	\$156.64
	CHEVROLET OF WATSONVILLE	35929	2/25/2020	228792	REPAIRS	\$69.15
		35929	2/25/2020	229449	VEHICLE REPAIR	\$1,503.02
	COAST PAPER SUPPLY INC	35935	2/25/2020	577501	SUPPLIES	\$1,081.47
	CODE PUBLISHING	35936	2/25/2020	65983	MUNI CODE UPDATES	\$589.50
	COFFMAN-GOMEZ, TRINA	35937	2/25/2020	TRVL ON 03/05/2020	2020 YOSEMITE POLICYMAKERS CONFERENCE ADVANCE	\$327.90
	CONTINUANT, INC.	35939	2/25/2020	SI-0000004255	MANAGED SERVICES AGREEMENT FR 03/01/2020-03/31/20	\$991.92
		35939	2/25/2020	SI-0000004255	MANAGED SERVICES AGREEMENT FR 03/01/2020-03/31/20	\$80.81
	COUNTY OF SANTA CRUZ COLLECTIONS	35941	2/25/2020	DEC 2019	PKG TICKET SURCHARGE	\$9,168.50
		35941	2/25/2020	NOV 2019	PKG TICKET SURCHARGE	\$8,663.50
	COUNTY OF SANTA CRUZ-CLERK OF THE BOARD	35940	2/25/2020	2-3-20	FILING FEE FOR NOTICE OF EXEMPTION FOR 1350 FREEDO	\$50.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	CREWSENSE, LLC	35943	2/25/2020	0015684	Quarterly Charges Feb 2020-May 2020	\$355.47
	CRIME SCENE CLEANERS INC	35944	2/25/2020	72696	SERVICE	\$125.00
	CRUZIO/THE INTERNET STORE INC.	35945	2/25/2020	B24704-340	DSL SERVICE VARIOUS SITE FROM 03/01/2020-03/31/20	\$74.95
		35945	2/25/2020	B24704-340	DSL SERVICE VARIOUS SITE FROM 03/01/2020-03/31/20	\$58.95
		35945	2/25/2020	B24704-340	DSL SERVICE VARIOUS SITE FROM 03/01/2020-03/31/20	\$139.90
	CSI FORENSIC SUPPLY	35946	2/25/2020	62093A	EVIDENCE SUPPLIES	\$147.87
		35946	2/25/2020	1760	EVIDENCE SUPPLIES	\$194.65
		35946	2/25/2020	1703	EVIDENCE SUPPLIES	\$90.50
	CUZICK, MATT	35947	2/25/2020	02.05.2020	VEHICLE MAINTENANCE	\$275.00
		35947	2/25/2020	01.31.2020	VEHICLE MAINTENANCE	\$385.50
	D&G SANITATION	35949	2/25/2020	269548	TEMPORARY FENCING	\$196.65
	D&G SPORTS, INC.	35950	2/25/2020	15316	GYMNASTICS SUPPLIES	\$86.86
	DASH MEDICAL GLOVES	35952	2/25/2020	INV1182967	EVIDENCE SUPPLIES	\$119.96
		35952	2/25/2020	INV1182885	EVIDENCE SUPPLIES	\$59.98
	DEFENSA PRIVATE SECURITY, INC.	35954	2/25/2020	001/2020WL	Unarmed Security Officer Monit	\$2,254.00
	DELTA GLASS	35955	2/25/2020	83178	SKYLIGHT	\$544.56
		35955	2/25/2020	83158	SUPPLIES	\$16.39
	DEMCO INC	35956	2/25/2020	6766287	PROCESSING SUPPLIES	\$439.94
	DEO'S APPLIANCE SERVICE	35957	2/25/2020	28730	Cleaned out dryer and reset thermostat	\$125.00
	DEPARTMENT OF INDUSTRIAL RELATIONS	35959	2/25/2020	S 1714911 SJ	ELEVATOR FEES	\$675.00
		35959	2/25/2020	S 1714914 SJ	ELEVATOR FEES	\$675.00
		35959	2/25/2020	S 1715072 SJ	ELEVATOR FEES	\$675.00
		35959	2/25/2020	S 1715091 SJ	ELEVATOR FEES	\$675.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	DEPARTMENT OF INDUSTRIAL RELATIONS	35959	2/25/2020	S 1715107 SJ	ELEVATOR FEES	\$675.00
		35959	2/25/2020	S 1714988 SJ	ELEVATOR FEES	\$675.00
		35959	2/25/2020	S 1714984 SJ	ELEVATOR FEES	\$675.00
	DEPARTMENT OF JUSTICE	35958	2/25/2020	432803	DOJ FINGERPRINTS	\$143.00
	DIAMOND D COMPANY	35960	2/25/2020	4177	CITYWIDE SIDEWALK REPAIR PROJE	\$5,708.43
	DIXON & SONS TIRES INC.	35961	2/25/2020	01/29/2020	PARTS AND SERVICE	\$467.99
		35961	2/25/2020	01/29/2020	PARTS AND SERVICE	\$5,046.53
		35961	2/25/2020	01/29/2020	PARTS AND SERVICE	\$39.37
	DLT SOLUTIONS, LLC	35962	2/25/2020	SI466006	REDHAT 3 YEAR RENEWAL	\$2,934.56
	EDUARDO VALADEZ	35965	2/25/2020	2	VEHICLE MAINTENANCE	\$60.00
	ELEVATOR SERVICE COMPANY, INC.	35967	2/25/2020	26778	ON CALL MAINTENANCE/SERVICE FO	\$530.00
		35967	2/25/2020	26778	ON CALL MAINTENANCE/SERVICE FO	\$400.00
		35967	2/25/2020	26778	ON CALL MAINTENANCE/SERVICE FO	\$200.00
	EMERGENCY VEHICLE SPECIALISTS, INC.	35968	2/25/2020	01.31.2019 CO SC QUE	OPEN QUERY	\$1,287.01
	EMERYVILLE OCCUPATIONAL MEDICAL CENTER, INC.	35969	2/25/2020	I-24884	New Hire Entry Level Exam - V. Ortiz	\$1,299.00
		35969	2/25/2020	I-24885	New Hire Entry Level Exam - A. Mcgee	\$1,299.00
		35969	2/25/2020	I-24883	New Hire Entry Level Exam - G. Navarro	\$1,299.00
	ENVISIONWARE, INC.	35970	2/25/2020	INV-US-46428	LIBRARY BOOKS & MATERIALS SECU	\$7,169.24
	ERNESTO'S CLEANING SERVICES	36130	2/26/2020	0131201	CLEANING SERVICE	\$1,500.00
		36130	2/26/2020	1127191	CLEANING SERVICE AT CITY HALL- NOVEMBER	\$1,500.00
		35972	2/25/2020	01312011	Ernesto's Cleaning Services_Rec Facilities_Jan_013	\$4,761.92
		35972	2/25/2020	01312010	#01312010, WATSONVILLE SENIOR CENTER CUSTODIAL SER	\$1,400.00
	EWING IRRIGATION PRODUCTS, INC.	35973	2/25/2020	9021214	SUPPLIES	\$580.21

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	FASTENAL COMPANY	35974	2/25/2020	CAWAT105583	PARTS	\$13.03
		35974	2/25/2020	CAWAT105505	PARTS	\$27.62
		35974	2/25/2020	CAWAT105457	SUPPLIES	\$18.38
		35974	2/25/2020	CAWAT105421	PARTS	\$13.10
		35974	2/25/2020	CAWAT105425	SUPPLY	\$5.22
		35974	2/25/2020	CAWAT105311	SUPPLIES	\$17.75
		35974	2/25/2020	CAWAT105245	SUPPLIES	\$43.23
		35974	2/25/2020	CAWAT105243	SUPPLY-EARMUFF	\$29.49
		35975	2/25/2020	6-921-15770	FRT	\$15.57
	FEDEX	35975	2/25/2020	6-927-73171	FRT	\$11.54
		35980	2/25/2020	10256	FLEET SMOG	\$46.00
	FREEDOM TUNE-UP	35980	2/25/2020	10242	FLEET SMOG	\$46.00
		35980	2/25/2020	10221	SERVICE	\$133.80
		35980	2/25/2020	10259	SERVICE	\$106.40
		35980	2/25/2020	10257	SERVICE	\$244.82
		35980	2/25/2020	10260	SERVICE	\$88.95
		35980	2/25/2020	10261	SERVICE	\$106.40
		35980	2/25/2020	10246	REPAIR	\$77.58
		35980	2/25/2020	10238	SERVICE	\$165.34
		35980	2/25/2020	10243	FLEET SMOG	\$46.00
		35981	2/25/2020	69417656	BOOKS	\$81.91
	GALE CENGAGE LEARNING	35982	2/25/2020	20902	SERVICE	\$236.73
	GLOBAL EQUIPMENT CO., INC.	35983	2/25/2020	115554619	SAFETY LADDER	\$2,542.67
	GOOD TIMES	35984	2/25/2020	2019-357279	AD	\$600.00
	GOVERNMENT FINANCE OFFICERS ASSOCIATION	35985	2/25/2020	0241076S	SGR GAAFR REVIEW- NOTICE # 0241076S	\$50.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	GRANITE ROCK COMPANY	35988	2/25/2020	1219277	#1219277, PINTO LAKE REPAIR SUPPLIES FOR DRINKING	\$51.59
		35988	2/25/2020	1218145	#1218145, PINTO LAKE DRINKING FOUNTAIN REPAIR	\$10.38
	GREEN RUBBER-KENNEDY AG	36131	2/26/2020	01/31/2020	SUPPLIES	\$25.72
		36131	2/26/2020	01/31/2020	SUPPLIES	\$348.26
	GROCERY OUTLET	35992	2/25/2020	30025722872255	SUPPLIES-2/4/2020	\$15.92
		35992	2/25/2020	02/14/2020	300 2672 449 2236- SUPPLIES	\$15.97
	HARBOR FREIGHT TOOLS	35994	2/25/2020	TICKET 01155961	SUPPLIES	\$16.77
	HARDEE INVESTIGATIONS	35995	2/25/2020	20-01	PERSONNEL INVESTIGATION	\$8,100.00
	HOME DEPOT CREDIT SERVICES	36158	3/4/2020	02/13/2020	SUPPLIES	\$94.48
		36158	3/4/2020	02/13/2020	SUPPLIES	\$24.47
		36158	3/4/2020	02/13/2020	SUPPLIES	\$506.26
		36158	3/4/2020	02/13/2020	SUPPLIES	\$15.26
		36158	3/4/2020	02/13/2020	SUPPLIES	\$43.63
		36158	3/4/2020	02/13/2020	SUPPLIES	\$54.58
		36158	3/4/2020	02/13/2020	SUPPLIES	\$59.75
		36158	3/4/2020	02/13/2020	SUPPLIES	\$580.40
		36158	3/4/2020	02/13/2020	SUPPLIES	\$123.94
		36158	3/4/2020	02/13/2020	SUPPLIES	\$92.00
		36158	3/4/2020	02/13/2020	SUPPLIES	\$46.93
		36158	3/4/2020	02/13/2020	SUPPLIES	\$83.22
	IFLAND SURVEY, INC.	36002	2/25/2020	7296	CONSULTING SURVEYOR SERVICES -	\$1,740.00
	IMURA JAPANESE RESTAURANT	36003	2/25/2020	43741	43741 COUNCIL DINNER	\$450.00
	INFOSEND, INC.	36004	2/25/2020	165520	165520 OUR TOWN MONTHLY NEWSLETTER INSERTION FEE	\$123.66
	INNOVATIVE INTERFACES INC.	36005	2/25/2020	INV-INC24098	INTEGRATION BETWEEN SIERRA & RFID	\$2,250.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	INNOVATIVE INTERFACES INC.	36005	2/25/2020	INV-INC24097	API IMPLEMENTATION	\$400.00
	JIMMY D. VANHOVE	36009	2/25/2020	INV00003	CANINE BOARDING	\$350.00
	JOHNSON, ROBERTS, & ASSOC, INC.	36011	2/25/2020	142117	PHQ REPORT	\$17.00
	K & D LANDSCAPING INC.	36012	2/25/2020	26975	LANDSCAPE MAINTENANCE	\$790.00
		36012	2/25/2020	26978	GROUNDS MOWING AT PINTO LAKE P	\$1,298.75
		36012	2/25/2020	26976	GROUNDS MOWING AT FRANICH PARK	\$1,145.00
		36012	2/25/2020	26977	LANDSCAPE MAINTENANCE	\$1,285.00
	KELLY-MOORE PAINT COMPANY, INC.	36013	2/25/2020	818-00000298074	SUPPLIES	\$39.52
	KMUV-NPG MONTEREY-SALINAS,LLC	36017	2/25/2020	492515-2	FACTORY SALE ADS	\$620.00
		36017	2/25/2020	493022-1	AD FACTORY SALE	\$450.00
	L N CURTIS & SONS	36018	2/25/2020	INV354098	Blower, Battery Charger	\$5,023.32
		36018	2/25/2020	INV352370	Thermal Imaging Camera	\$762.64
		36018	2/25/2020	INV356164	Victim Chest Harness	\$131.76
		36018	2/25/2020	INV355013	Rescue Rope bag	\$97.34
		36018	2/25/2020	INV351701	6' HD ROUND HANDLE	\$172.40
		36018	2/25/2020	INV352779	PROSERIES LIFESAVER VICTIM HARNESS	\$243.06
		36018	2/25/2020	INV346600	Material and Equipment for T4471	\$4,923.53
	LAW ENFORCEMENT TARGETS INC	36020	2/25/2020	0444682-IN	RANGE	\$394.20
	LEADERSHIP SANTA CRUZ COUNTY	36021	2/25/2020	1270	1270 PAJARO VALLEY DAY SPONSORSHIP	\$1,000.00
	LEAGUE OF CALIFORNIA CITIES	36022	2/25/2020	8265	8265 MEMBERSHIP DUES 2020	\$150.00
	LIEBERT CASSIDY WHITMORE	36024	2/25/2020	1491832	FOR PROFESSIONAL SERVICES RENDERED	\$1,444.00
		36024	2/25/2020	1491830	FOR PROFESSIONAL SERVICES RENDERED	\$58.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	LIEBERT CASSIDY WHITMORE	36024	2/25/2020	1491833	FOR PROFESSIONAL SERVICES RENDERED	\$950.00
	MATTHEW BENDER & COMPANY, INC	36030	2/25/2020	16791460	REF BOOKS	\$52.93
	MID VALLEY SUPPLY	36035	2/25/2020	01/31/2020	SUPPLIES	\$686.25
		36035	2/25/2020	01/31/2020	SUPPLIES	\$183.14
		36035	2/25/2020	01/31/2020	SUPPLIES	\$1,240.55
		36035	2/25/2020	01/31/2020	SUPPLIES	\$228.48
		36035	2/25/2020	01/31/2020	SUPPLIES	\$90.98
		36035	2/25/2020	01/31/2020	SUPPLIES	\$93.70
		36035	2/25/2020	01/31/2020	SUPPLIES	\$1,178.79
	MIDWEST TAPE	36036	2/25/2020	98504384	BOOK	\$52.66
		36036	2/25/2020	98479256	BOOKS	\$26.74
		36036	2/25/2020	98510745	BOOKS	\$27.56
	MIWALL CORPORATION	36039	2/25/2020	8402	RANGE	\$982.70
		36039	2/25/2020	8383	RANGE	\$3,992.45
	NAPA AUTO PARTS	36043	2/25/2020	104086	Coolant overflow cap for E4414	\$23.48
	ORTIZ, IRWIN	36053	2/25/2020	TRVL ON 12/11/2019	CITY CLERK'S NEW LAW & ELECTIONS SEMINAR	\$259.70
	OSUNA AUTO ELECTRIC & SMALL ENGINE REPAIR	36054	2/25/2020	36009	REPAIR	\$198.31
		36054	2/25/2020	36226	SERVICE	\$100.00
		36054	2/25/2020	36066	REPAIR	\$200.00
		36054	2/25/2020	36037	REPAIR	\$322.27
		36054	2/25/2020	36104	REPAIR	\$1,420.13
		36054	2/25/2020	36155	SERVICE	\$671.43
		36054	2/25/2020	35918	SUPPLIES- CHAIN SAW OIL	\$21.84
		36054	2/25/2020	36133	EQUIP REPAIR	\$140.69

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	OSUNA AUTO ELECTRIC & SMALL ENGINE REPAIR	36054	2/25/2020	36314	SUPPLIES	\$222.85
		36054	2/25/2020	36213	SUPPLIES	\$43.68
		36054	2/25/2020	36229	SUPPLIES- CHAIN FOR CHAINSAW	\$24.43
	PACIFIC GAS & ELECTRIC	36136	2/26/2020	7523404092-3-2/19	GAS & ELEC	\$2,351.05
	PAJARO VALLEY LOCK SHOP	36059	2/25/2020	01/31/2020	SUPPLIES	\$38.93
		36059	2/25/2020	01/31/2020	SUPPLIES	\$128.45
		36059	2/25/2020	01/31/2020	SUPPLIES	\$174.80
		36059	2/25/2020	01/31/2020	SUPPLIES	\$44.51
		36059	2/25/2020	01/31/2020	SUPPLIES	\$17.43
		36059	2/25/2020	01/31/2020	SUPPLIES	\$86.01
		36059	2/25/2020	01/31/2020	SUPPLIES	\$5.78
		36059	2/25/2020	01/31/2020	SUPPLIES	\$103.50
	PAJARO VALLEY PRINTING	36060	2/25/2020	39507	FACTORY SALE	\$486.16
		36060	2/25/2020	39934	BUS CARDS WILLIAMS	\$76.48
		36060	2/25/2020	39995	TRAINING FORMS	\$174.80
	PAPA	36061	2/25/2020	3/26/2020	REGISTRATION	\$160.00
	PHYLLIS MINADEO	36064	2/25/2020	01-2020-016483	REFUND- RV CAMP AT PINTO LAKE CITY PARK	\$1,110.00
	PKT WELDING & FABRICATION	36065	2/25/2020	1515	REPAIR FILTER TANK	\$255.00
	PRAXAIR DISTRIBUTION, INC	36069	2/25/2020	94553142	SUPPLIES- GLOVES	\$67.25
		36069	2/25/2020	94544665	SUPPLIES	\$128.00
	PREFERRED PLUMBING, INC.	36138	2/26/2020	1261	PLUMBING SERVICES	\$399.00
		36138	2/26/2020	1239	PLUMBING SERVICES	\$2,366.40
	REGISTER PAJARONIAN	36075	2/25/2020	2019ci-15911	FACTORY SALE	\$1,300.00
		36075	2/25/2020	2019-362979	ORDER#2019-362979- ADVERTISING	\$198.70

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	REMOTE SATELLITE SYSTEMS INT'L	36076	2/25/2020	00104830	Monthly Service Fees Mar.2020, airtime Jan. 2020	\$146.00
	RICOH USA, INC	36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$26.60
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$17.73
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$26.60
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$17.73
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$105.52
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$68.73
		36079	2/25/2020	103225052	COPIER RENTAL	\$1,256.09
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$142.91
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$68.73
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$90.36
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$68.73
	ROBERT K. WATSON	36081	2/25/2020	853570	Watsonville Maintenance_Mello_853570_2.3.20	\$300.00
	ROTARY CLUB OF WATSONVILLE	36119	2/25/2020	1169	1169 QUARTERLY DUES	\$250.00
	SANTA CLARA COUNTY SHERIFF'S OFFICE	36086	2/25/2020	1800071697	COPLINK	\$1,552.38
	SANTA CRUZ COUNTY ENVIRONMENTAL HEALTH SERVICES	36088	2/25/2020	IN0095690	Health Permit Invoice	\$895.00
		36088	2/25/2020	IN0095691	Health Permit Invoice - Station2	\$895.00
	SAVE MART SUPERMARKET	36089	2/25/2020	02/04/2020	SUPPLIES	\$37.91
		36089	2/25/2020	02/04/2020	SUPPLIES	\$26.91
	SCORE AMERICAN SOCCER COMPANY, INC.	36091	2/25/2020	6617798	SOCCER SUPPLIES	\$591.82
	SERVICE PRINTERS	36093	2/25/2020	1732	BUSINESS CARDS	\$152.95
	SMART & FINAL	36095	2/25/2020	02/03/2020	SUPPLIES	\$74.24
		36095	2/25/2020	02/03/2020	SUPPLIES	\$132.06
	TERRA X PEST SERVICE, INC.	36098	2/25/2020	34767	Monthly Service Jan. 2020	\$99.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	THE GRUNSKY LAW FIRM LLC	35993	2/25/2020	93140	LEGAL SERVICES	\$20,691.05
		35993	2/25/2020	93141	LEGAL SERVICES	\$456.20
		35993	2/25/2020	93141	LEGAL SERVICES	\$734.40
		35993	2/25/2020	93141	LEGAL SERVICES	\$20.40
		35993	2/25/2020	93141	LEGAL SERVICES	\$322.20
		35993	2/25/2020	93141	LEGAL SERVICES	\$161.60
	THE HOSE SHOP INC.	36140	2/26/2020	1/31/2020	PARTS	\$224.01
		36140	2/26/2020	1/31/2020	PARTS	\$552.17
	TIREHUB, LLC	36101	2/25/2020	12625277	TIRES	\$711.56
		36101	2/25/2020	12643388	TIRES	\$1,532.72
		36101	2/25/2020	12519486	TIRES	\$1,227.83
		36101	2/25/2020	12446219	TIRES	\$1,476.32
		36101	2/25/2020	12519408	TIRES	\$2,010.16
		36101	2/25/2020	12563273	TIRES	\$555.13
	TORIUMI'S AUTO REPAIR	36102	2/25/2020	89874	REPAIR	\$58.00
		36102	2/25/2020	89735	REPAIR	\$819.45
		36102	2/25/2020	89854	INV#89854 REPAIR ON 2002 CHEVROLET SILVERADO 1500	\$100.57
		36102	2/25/2020	89869	INV#89869 REPAIR ON 1999 DODGE RAM 2500 VIN#3B7K52	\$542.73
	TOWNSEND AUTO PARTS	36104	2/25/2020	02/01/2020	PARTS AND SUPPLIES	\$55.48
		36104	2/25/2020	02/01/2020	PARTS AND SUPPLIES	\$37.69
		36104	2/25/2020	02/01/2020	PARTS AND SUPPLIES	\$1,408.43
		36104	2/25/2020	02/01/2020	PARTS AND SUPPLIES	\$15.51
	TRACTOR SUPPLY CREDIT PLAN	36105	2/25/2020	01/30/2020	SUPPLIES	\$206.43
	TRI COUNTY TROPHY & ENGRAVING	36106	2/25/2020	19-04701	2020 RETIREE PLAQUES	\$1,311.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	TYLER TECHNOLOGIES, INC.	36108	2/25/2020	045-292004	LICENSING, IMPLEMENT, MAINT. M	\$554.00
		36108	2/25/2020	045-292004	LICENSING, IMPLEMENT, MAINT. M	\$75.00
	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	8573-01/22/2020	CHAMBER BREAKFAST- F. HERNANDEZ	\$49.00
		36141	2/26/2020	8573-01/22/2020	EVENT TICKET- L.HURST	\$200.00
		36141	2/26/2020	6703-01/22/2020	BUSINESS CARDS	\$30.98
		36141	2/26/2020	6703-01/22/2020	BUSINESS CARDS	\$30.98
		36141	2/26/2020	6703-01/22/2020	BUSINESS CARDS	\$30.98
		36141	2/26/2020	6703-01/22/2020	BUSINESS CARDS	\$56.70
		36141	2/26/2020	8573-01/22/2020	CHAMBER BREAKFAST- M. HUFFAKER	\$49.00
		36141	2/26/2020	8573-01/22/2020	PHOTOS	\$119.40
		36141	2/26/2020	8557-01/22/2020	CITY CLERK MATERIALS	\$50.00
		36141	2/26/2020	8557-01/22/2020	CITY CLERK WORKSHOP	\$100.00
		36141	2/26/2020	8557-01/22/2020	OFFICE SUPPLIES	\$29.64
		36141	2/26/2020	2625-01/22/20	SSL CERTIFICAT FOR WATSONVILLE.ORG	\$591.98
		36141	2/26/2020	2625-01/22/20	AT A GLANCE CALENDAR FOR I.T.- LUPE	\$11.46
		36141	2/26/2020	2625-01/22/20	MONITOR CABLES FOR ISD	\$6.53
		36141	2/26/2020	2625-01/22/20	REPLACEMENT UPS BATTERY FOR IT-VAN	\$27.30
		36141	2/26/2020	2625-01/22/20	WRIST WRAP STRAPS FOR I.T.	\$8.74
		36141	2/26/2020	2625-01/22/20	SPARE UPS BATTERIES FOR ISD	\$54.60
		36141	2/26/2020	2625-01/22/20	RED TAPE-ACCESSORIES FOR ISD	\$10.79
		36141	2/26/2020	2625-01/22/20	TAPE & ACCESSORIES FOR CITY HALL PROJECT	\$54.94

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	2625-01/22/20	OFFICE SUPPLIES FOR I.T	\$27.80
		36141	2/26/2020	8557-01/22/2020	DIVERSITY CENTER TRAINING	\$61.99
		36141	2/26/2020	9522-01/22/2020	OFFICE SUPPLIES	\$88.82
		36141	2/26/2020	9522-01/22/2020	OFFICE SUPPLIES	\$99.64
		36141	2/26/2020	9522-01/22/2020	OFFICE SUPPLIES	\$57.59
		36141	2/26/2020	6341-01/22/2020	OFFICE SUPPLIES	\$127.59
		36141	2/26/2020	2625-01/22/20	REPLACEMENT UPS FOR PD	\$98.06
		36141	2/26/2020	6341-01/22/2020	VEHICLE MAINTENANCE	\$753.66
		36141	2/26/2020	6341-01/22/2020	ACCESSORIES/BADGE	\$117.33
		36141	2/26/2020	6341-01/22/2020	SUPPLIES & MATERIALS	\$10.74
		36141	2/26/2020	9478-01/22/2020	EQUIPMENT SUPPLIES	\$21.69
		36141	2/26/2020	4782-01/22/2020	HOTEL STAY FOR STAFF TRAINING	\$99.18
		36141	2/26/2020	4782-01/22/2020	HOTEL STAY FOR STAFF TRAINING	\$198.36
		36141	2/26/2020	4782-01/22/2020	HOTEL STAY FOR STAFF TRAINING	\$186.98
		36141	2/26/2020	4782-01/22/2020	MANUAL TRAINING FOR CLASS	\$664.96
		36164	3/4/2020	9464-01/22/2020	AUTO DIAGNOSTICS	\$270.00
		36141	2/26/2020	8615-01/22/2020	MINECRAFT SUBSCRIPTION	\$70.00
		36141	2/26/2020	8615-01/22/2020	MULTIFUNCTION CHAIR	\$465.59
		36141	2/26/2020	8615-01/22/2020	COLORED PAPER	\$79.95
		36141	2/26/2020	8573-01/22/2020	CANVA PRO	\$40.55
		36141	2/26/2020	5607-01/22/20	ADMIN MONITOR STAND	\$36.04

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	5607-01/22/20	BACKFLOW COVERS FOR MISC. PARK SITES	\$611.63
		36141	2/26/2020	5607-01/22/20	FATHER DAUGHTER DANCE MARKETING	\$200.00
		36141	2/26/2020	5607-01/22/20	PINTO LAKE EGGSTRAVAGANZA EGGS 2020	\$254.00
		36141	2/26/2020	5607-01/22/20	FATHER DAUGHTER DANCE SUPPLIES	\$39.11
		36141	2/26/2020	5607-01/22/20	MAILING LABELS FOR RECRUITMENT	\$65.00
		36141	2/26/2020	5607-01/22/20	FLIGHT TICKETS TO LONG BEACH FOR CONFERENCE: N.CAL	\$117.96
		36141	2/26/2020	2625-01/22/20	MONITOR CABLES FOR PCS STAFF	\$13.04
		36141	2/26/2020	5607-01/22/20	ERGONOMIC EVALUATION: A.AYALA	\$254.90
		36141	2/26/2020	5607-01/22/20	ONLINE SCHEDULING FOR EMPLOYEES	\$480.00
		36141	2/26/2020	5607-01/22/20	CAMPWOW WINTER FIELD TRIP	\$176.00
		36141	2/26/2020	5607-01/22/20	SENIOR CENTER ITEMS	\$116.89
		36141	2/26/2020	5607-01/22/20	SENIOR CENTER VALENTINE'S DAY DECORATION & HOT COC	\$68.36
		36141	2/26/2020	5607-01/22/20	TV WALL MOUNT	\$439.59
		36141	2/26/2020	5607-01/22/20	SENIOR CENTER ITEMS	\$93.63
		36141	2/26/2020	5607-01/22/20	SENIOR CENTER ITEMS	\$27.82
		36141	2/26/2020	5607-01/22/20	SENIOR CENTER: PUZZLE TABLE	\$207.55
		36141	2/26/2020	5607-01/22/20	LGI COURSE CERTIFICATION: J.VIVENZI	\$260.00
		36141	2/26/2020	5607-01/22/20	REFUND FOR LGI COURSE CERTIFICATION: J.VIVENZI	(\$260.00)

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	5607-01/22/20	FLIGHT TICKETS TO LONG BEACH FOR CONFERENCE: J.VIV	\$117.96
		36141	2/26/2020	5607-01/22/20	BITTY BALLERS MEDALS	\$64.73
		36141	2/26/2020	5607-01/22/20	GYMNASTICS FLYER TEMPLATE	\$2.99
		36141	2/26/2020	2625-01/22/20	INTERNET CHARGES FOR PINTOLAKE	\$144.98
	ULINE	36109	2/25/2020	116529147	EVIDENCE SUPPLIES	\$109.43
		36109	2/25/2020	116075668	EVIDENCE SUPPLIES	\$133.79
		36109	2/25/2020	116812140	EVIDENCE SUPPLIES	\$38.42
		36109	2/25/2020	116883652	EVIDENCE SUPPLIES	\$33.43
	UNIQUE MANAGEMENT SERVICES, INC.	36111	2/25/2020	590396	COLLECTION AGENCY FEES	\$223.75
	UPS STORE	36112	2/25/2020	10/31/2019	SHIPPING AND FINGERPRINTING	\$456.00
		36112	2/25/2020	01/31/2020	SHIPPING AND FINGERPRINTING	\$185.00
		36112	2/25/2020	11/30/2019	SHIPPING AND FINGERPRINTING	\$407.00
		36112	2/25/2020	11/30/2019	SHIPPING AND FINGERPRINTING	\$123.48
	VASQUEZ, SURYEL	36114	2/25/2020	TRVL ON 03/23/2020	CM- ADVANCED SOCIAL MEDIA TRAINING ADVANCE	\$212.31
	WATSONVILLE CHRYSLER DODGE JEEP RAM	36117	2/25/2020	197610	LABOR	\$20.00
		36117	2/25/2020	197453	VEHICLE REPAIR	\$100.25
	WATSONVILLE FORD	36118	2/25/2020	136207	REPAIRS	\$150.22
		36118	2/25/2020	136301	VEHICLE REPAIR	\$1,249.14
		36118	2/25/2020	136138	REPAIRS	\$746.04
	WATSONVILLE TRANSMISSION	36116	2/25/2020	2175	INV#2175 VEHICLE REPAIR:1997 FORD TRUCK 250 2WD	\$911.45
	Fund Total					\$241,348.21
0160	ICMA RETIREMENT CORP	36159	3/4/2020	43803	ACCT MAINTENANCE FEE	\$2,609.00
	Fund Total					\$2,609.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0202	AT&T-CAL NET 2	35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$55.56
	CONTINUANT, INC.	35939	2/25/2020	SI-0000004255	MANAGED SERVICES AGREEMENT FR 03/01/2020-03/31/20	\$40.40
	RICOH USA, INC	36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$68.73
	THE GRUNSKY LAW FIRM LLC	35993	2/25/2020	93140	LEGAL SERVICES	\$204.00
	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	9522-01/22/2020	OFFICE SUPPLIES	\$51.54
	Fund Total					\$420.23
0204	GRESHAM SAVAGE NOLAN & TILDEN APC	35991	2/25/2020	366281	LEGAL SERVICES RELATED TO HOUS	\$1,120.00
	Fund Total					\$1,120.00
0205	ANIMAS CONSTRUCTION	35897	2/25/2020	169158	REHABILITATION OF PROPERTY 41-PAYMENT #3	\$8,829.00
	EL PAJARO COMMUNITY DEV CORP	35966	2/25/2020	DEC-19	2019-2020 COMMUNITY DEVELOPMEN	\$7,363.50
	FIRST AMERICAN TITLE COMPANY	35977	2/25/2020	4411-5871385	RE: 41 SUDDEN STREET- CLTA STANDARD LOAN POLICY	\$424.00
	REGISTER PAJARONIAN	36075	2/25/2020	2020-373777	PUBLIC MTG AD	\$189.96
	Fund Total					\$16,806.46
0246	CENTRAL ELECTRIC	35925	2/25/2020	01/31/2020	SERVICES	\$78.33
	DEPARTMENT OF INDUSTRIAL RELATIONS	35959	2/25/2020	S 1714934 SJ	ELEVATOR FEES	\$675.00
	K & D LANDSCAPING INC.	36012	2/25/2020	26975	LANDSCAPE MAINTENANCE	\$681.00
	PACIFIC GAS & ELECTRIC	36057	2/25/2020	04988528361-5-2/16	GAS & ELEC	\$22,586.33
	Fund Total					\$24,020.66
0250	COUNTY OF SANTA CRUZ LIBRARY OF JOINT POWERS	35942	2/25/2020	03/2020-WATS	19/20 CONTRIBUTION	\$45,140.34
	Fund Total					\$45,140.34
0260	ACE HARDWARE	35890	2/25/2020	01/31/2020	SUPPLIES	\$75.86

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0260	HOME DEPOT CREDIT SERVICES	36158	3/4/2020	02/13/2020	SUPPLIES	\$97.23
	LEXIS NEXIS RISK SOLUTIONS FL INC.	36023	2/25/2020	1382615-20200131	LAW ENFORCEMENT DATABASE	\$1,543.50
	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$501.50
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$1,742.55
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$1,578.60
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$312.22
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$522.45
	Fund Total					\$6,373.91
0305	A TOOL SHED RENTALS, INC.	35887	2/25/2020	1400381-6	EQUIPMENT RENTAL	\$312.34
	ACE HARDWARE	35890	2/25/2020	01/31/2020	SUPPLIES	\$72.17
	BEAR ELECTRICAL SOLUTIONS INC.	35909	2/25/2020	9634	INSTALL ADAPTIVE TRAFFIC CONTR	\$63,500.00
		35909	2/25/2020	9681	ANNUAL STREET LIGHT MAINTENANC	\$1,255.00
		35909	2/25/2020	9498	ANNUAL STREET LIGHT MAINTENANC	\$6,713.26
		36154	3/4/2020	9579	ANNUAL TRAFFIC SIGNAL MAINTENA	\$2,125.00
		36154	3/4/2020	9496	ANNUAL TRAFFIC SIGNAL MAINTENA	\$1,247.00
		36154	3/4/2020	8974	ANNUAL TRAFFIC SIGNAL MAINTENA	\$2,125.00
		36154	3/4/2020	9047	ANNUAL TRAFFIC SIGNAL MAINTENA	\$2,607.00
		36154	3/4/2020	9270	ANNUAL TRAFFIC SIGNAL MAINTENA	\$2,125.00
		36154	3/4/2020	9679	ANNUAL TRAFFIC SIGNAL MAINTENA	\$5,070.50
	CHRISP COMPANY	35930	2/25/2020	10569	BICYCLE SAFETY IMPROVEMENTS PR	\$396,848.00
	D&M TRAFFIC SERVICES, INC.	35951	2/25/2020	69246	SB1 FUNDING SIGN	\$1,908.81
	EARTHWORKS PAVING CONTRACTORS	35963	2/25/2020	RETENTION-18012	ROLLING HILLS CONNECTOR TRAIL	\$532.47

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0305	ECOLOGY ACTION OF SANTA CRUZ	35964	2/25/2020	66643	BICYCLE SAFETY EDUCATION SERVI	\$4,542.96
	GRANITE CONSTRUCTION COMPANY	35987	2/25/2020	5	GREEN VALLEY PAVEMENT PRESERV	\$13,957.68
		35987	2/25/2020	12	AIRPORT BLVD IMPROVE PROJ. ST-	\$9,029.75
	HARRIS & ASSOCIATES INC.	35996	2/25/2020	43627	DESIGN PROPOSAL FOR RAIL TRAIL	\$1,320.00
	HOME DEPOT CREDIT SERVICES	36158	3/4/2020	02/13/2020	SUPPLIES	\$430.07
	MESITI-MILLER ENGINEERING, INC.	36033	2/25/2020	0120008R	ENGINEERING SVCS FOR LINCOLN S	\$23,516.00
	PACIFIC CREST ENGINEERING, INC.	36055	2/25/2020	8083	PROFESSIONAL FEES	\$407.70
		36055	2/25/2020	8010	PROF SERVICES-AIRPORT BLVD.	\$2,583.75
	PKT WELDING & FABRICATION	36065	2/25/2020	1492	INV#1492 MANUFACTURE ONE HANDBRAIL	\$327.14
	Fund Total					\$542,556.60
0306	GRANITE CONSTRUCTION COMPANY	35987	2/25/2020	11	AIRPORT BLVD IMPROVE PROJ. ST-	\$16,654.18
	Fund Total					\$16,654.18
0309	AT&T-CAL NET 2	35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$650.46
	CRUZIO/THE INTERNET STORE INC.	35945	2/25/2020	B24704-340	DSL SERVICE VARIOUS SITE FROM 03/01/2020-03/31/20	\$99.95
	DEPARTMENT OF INDUSTRIAL RELATIONS	35959	2/25/2020	S 1715093 SJ	ELEVATOR FEES	\$675.00
		35959	2/25/2020	S 1715077 SJ	ELEVATOR FEES	\$675.00
	ELEVATOR SERVICE COMPANY, INC.	35967	2/25/2020	26778	ON CALL MAINTENANCE/SERVICE FO	\$400.00
		35967	2/25/2020	26778	ON CALL MAINTENANCE/SERVICE FO	\$520.00
		36129	2/26/2020	26098	ON CALL MAINTENANCE/SERVICE FO	\$335.00
		36129	2/26/2020	26149	ON CALL MAINTENANCE/SERVICE FO	\$828.44
		36129	2/26/2020	26178	ON CALL MAINTENANCE/SERVICE FO	\$335.00
	ERNESTO'S CLEANING SERVICES	36130	2/26/2020	0131206	CLEANING SERVICES	\$1,500.00
	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	6703-01/22/2020	PARKING PERMIT	\$280.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0309	VENTEK INTERNATIONAL	36165	3/4/2020	120601	MONTHLY PARKING MACHINE FEES	\$701.20
	Fund Total					\$7,000.05
0310	AT&T-CAL NET 2	35901	2/25/2020	000014226748	CALNET3_PAL FROM 12/24/19-01/23/2020	\$60.71
		35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$39.45
	AYALA, JAVIER	35905	2/25/2020	TRVL ON 04/19/2020	WPD-TACTICAL MISSION PLANNING PER DIEM	\$213.50
	CALIFORNIA PEACE OFFICER'S ASSOCIATION	35919	2/25/2020	218060	PERSONNEL TRAINING	\$1,175.00
	CHARTER COMMUNICATIONS	36127	2/26/2020	0002463021520	SERVICE	\$219.19
	CRUZIO/THE INTERNET STORE INC.	35945	2/25/2020	B24704-340	DSL SERVICE VARIOUS SITE FROM 03/01/2020-03/31/20	\$499.00
		35945	2/25/2020	B24704-340	DSL SERVICE VARIOUS SITE FROM 03/01/2020-03/31/20	\$69.95
	FULGONI, BRIAN	36157	3/4/2020	TRVL 03/08/2020	WPD-LEADERSHIP DEVELOPMENT,WEEK 1	\$289.75
		36157	3/4/2020	TRVL ON 04/12/2020	WPD- LEADERSHIP DEVELOPMENT, WEEK 2	\$289.75
	LEXIS NEXIS RISK SOLUTIONS FL INC.	36023	2/25/2020	805914-20200131	DORS	\$708.33
	MAGDAYAO, ANTHONY	36029	2/25/2020	TRVL ON 04/27/2020	TOOLS FOR TOLERANCE TRAINING PER DIEM	\$106.75
	MUNICIPAL MAINTENANCE EQUIPMENT	36134	2/26/2020	0146360-IN	GO-4 INTERCEPTOR IV THREE WHEE	\$35,091.10
	PAJARO VALLEY FABRICATION INC.	36058	2/25/2020	27553	MFG FOR FIRE TRUCK	\$868.65
	RODRIGUEZ, EDMUNDO DAVID	36082	2/25/2020	TRVL ON 04/27/2020	TOOLS FOR TOLERANCE TRAINING PER DIEM	\$106.75
	THE GRUNSKY LAW FIRM LLC	35993	2/25/2020	93140	LEGAL SERVICES	\$173.40
		35993	2/25/2020	93140	LEGAL SERVICES	\$173.40
	TOWNSEND AUTO PARTS	36104	2/25/2020	02/01/2020	PARTS AND SUPPLIES	\$6.55

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0310	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	6341-01/22/2020	TRAVEL FLIGHT CHARGE	\$87.96
		36141	2/26/2020	6341-01/22/2020	TRAVEL FLIGHT CHARGE	\$87.96
		36141	2/26/2020	6341-01/22/2020	TRAVEL HOTEL CHARGE	\$212.85
		36141	2/26/2020	6341-01/22/2020	TRAVEL HOTEL CHARGE	\$945.81
		36141	2/26/2020	6341-01/22/2020	TRAVEL HOTEL CHARGE	\$315.27
		36141	2/26/2020	6341-01/22/2020	TRAVEL HOTEL CHARGE	\$528.40
		36141	2/26/2020	6341-01/22/2020	TRAVEL FLIGHT CHARGE	\$107.96
		36141	2/26/2020	6341-01/22/2020	TRAVEL FLIGHT CHARGE	\$107.96
		36141	2/26/2020	6341-01/22/2020	TRAVEL FLIGHT CHARGE	\$137.96
		36141	2/26/2020	6341-01/22/2020	TRAVEL FLIGHT CHARGE	\$137.96
		36141	2/26/2020	6341-01/22/2020	TRAVEL HOTEL CHARGE	\$913.08
		36141	2/26/2020	6341-01/22/2020	TRAVEL HOTEL CHARGE	\$212.85
		36141	2/26/2020	6341-01/22/2020	PERSONNEL REG. CHARGE	\$690.00
		36141	2/26/2020	6341-01/22/2020	PERSONNEL REG. CHARGE	\$690.00
		36141	2/26/2020	6341-01/22/2020	PERSONNEL REG. CHARGE	\$119.00
		36141	2/26/2020	6341-01/22/2020	PERSONNEL REG. CHARGE	\$225.00
		36141	2/26/2020	6341-01/22/2020	SUPPLIES & MATERIALS	\$315.79
		36141	2/26/2020	6341-01/22/2020	SUPPLIES & MATERIALS	\$48.16

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0310	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	6341-01/22/2020	BOOKS	\$43.02
		36141	2/26/2020	9478-01/22/2020	SUPPLIES FOR T4471	\$62.99
	URETSKY, ELY	36113	2/25/2020	TRVL ON 04/19/2020	WPD- TACTICAL MISSION PLANNING TRAINING PER DIEM	\$213.50
	Fund Total					\$46,294.71
0312	BOWMAN & WILLIAMS, INC.	35914	2/25/2020	14370	CONSULTANT SERVICES WITH SLOUG	\$8,888.75
	CHRISP COMPANY	35930	2/25/2020	10569	BICYCLE SAFETY IMPROVEMENTS PR	\$204,866.10
	ECOLOGY ACTION OF SANTA CRUZ	35964	2/25/2020	1040	INVOICE # 1040 FOR BIKE MONTH AND BIKE TO WORK	\$5,000.00
	HARRIS & ASSOCIATES INC.	35996	2/25/2020	43784	ENVIRONMENTAL CONSULT SERVICES	\$20,024.98
	MESITI-MILLER ENGINEERING, INC.	36033	2/25/2020	0120019	Lee Road Trail 30% Design	\$18,481.00
	Fund Total					\$257,260.83
0354	ACE HARDWARE	35890	2/25/2020	01/31/2020	SUPPLIES	\$7.52
		35890	2/25/2020	01/31/2020	SUPPLIES	\$4.52
	K & D LANDSCAPING INC.	36012	2/25/2020	26974	LANDSCAPE MAINTENANCE	\$849.00
		36012	2/25/2020	27068	REPAIRS AND NEW PLANTS	\$7,247.14
		36012	2/25/2020	125603	IRRIGATION REPAIR	\$2,831.56
		36012	2/25/2020	27087	LANDSCAPING AND IRRIGATION AT DIFFERENT SITES	\$9,439.83
	MISSION CONSTRUCTORS, INC.	36038	2/25/2020	0478-01	BAY BREEZE SUBDIVISION SIDEWAL	\$21,913.88
	OSUNA AUTO ELECTRIC & SMALL ENGINE REPAIR	36054	2/25/2020	36314	SUPPLIES	\$22.04
	PACIFIC GAS & ELECTRIC	36135	2/26/2020	0519864328-9-2/19	ELEC	\$12.89
	WESTERN TREE NURSERY, INC.-05132	36123	2/25/2020	0000504592	#0000504592, TREE REPLACEMENT AT BAY BREEZE LLMAD	\$3,964.69
	Fund Total					\$46,293.07

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	ABRAXIS LLC	35889	2/25/2020	240564	INVOICE #240564 LAB MATERIAL	\$535.00
	ACE HARDWARE	35890	2/25/2020	01/31/2020	SUPPLIES	\$123.54
		35890	2/25/2020	01/31/2020	SUPPLIES	\$44.72
		35890	2/25/2020	01/31/2020	SUPPLIES	\$65.48
		35890	2/25/2020	01/31/2020	SUPPLIES	\$15.85
	AIRGAS USA, LLC	35893	2/25/2020	9968449937	CYLINDER RENT	\$30.41
	ALEXANDER BREWSTER	35895	2/25/2020	TRVL ON 01/22/2020	PW- MANAGEMENT & SUPERVISORY LEADERSHIP PER DIEM	\$54.00
	AT&T-CAL NET 2	35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$243.14
		35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$90.06
	AUTOMATION DIRECT.COM, INC.	35904	2/25/2020	10717818	CONVERTER	\$320.46
	BME INC	35911	2/25/2020	3614	ANNUAL MAINTENANCE FOR CO-GENE	\$2,764.42
	BUD'S ELECTRIC SERVICE, INC	36125	2/26/2020	4829	SERVICE	\$7,197.00
		36156	3/4/2020	4831	SERVICE	\$414.71
		36156	3/4/2020	4830	SERVICE	\$414.71
	CAROLLO ENGINEERS, INC.	35920	2/25/2020	0184381	WASTEWATER MASTER PLAN	\$30,015.25
	CDW GOVERNMENT, INC.	35921	2/25/2020	WTQ8429	BAGS FOR ISD & PW DOCKING STATION FOR C.DIRENZO	\$216.08
	CENTRAL ELECTRIC	35925	2/25/2020	01/31/2020	SERVICES	\$3,906.42
	CONTINUANT, INC.	35939	2/25/2020	SI-0000004255	MANAGED SERVICES AGREEMENT FR 03/01/2020-03/31/20	\$579.80
	CWEA	35948	2/25/2020	000350613I	RENEWAL FRO ALEXANDER PATRICK BREWSTER	\$192.00
	DAY'S GENERATOR SERVICE INC	35953	2/25/2020	6145	INVOICE # 6145 FOR WORK ON DELTA WAY GENERATOR INS	\$17,145.00
	DIXON & SONS TIRES INC.	35961	2/25/2020	01/29/2020	PARTS AND SERVICE	\$9,762.58

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	FASTENAL COMPANY	35974	2/25/2020	CAWAT105323	OPEN BLANKET PURCHASE ORDER FY	\$39.34
		35974	2/25/2020	CAWAT105451	SUPPLIES	\$64.89
		35974	2/25/2020	CAWAT105595	SUPPLIES	\$68.82
	FEDEX	35975	2/25/2020	6-920-59546	FRT	\$22.75
	FISHER SCIENTIFIC	35979	2/25/2020	9460891	SUPPLIES	\$46.95
		35979	2/25/2020	8839372	SUPPLIES	\$135.55
		35979	2/25/2020	8940325	SUPPLIES	\$76.54
	GRAINGER	35986	2/25/2020	9439084527	SUPPLIES	\$159.04
		35986	2/25/2020	9441349199	CONVERTER	\$353.90
	GREEN RUBBER-KENNEDY AG	36131	2/26/2020	01/31/2020	SUPPLIES	\$20.46
		36131	2/26/2020	01/31/2020	SUPPLIES	\$64.01
		36131	2/26/2020	01/31/2020	SUPPLIES	\$43.04
	GROCERY OUTLET	35992	2/25/2020	01/31/2020	300 2532 388 2257- SUPPLIES	\$45.88
	GUTIERREZ CONSULTANTS, INC.	36132	2/26/2020	1435	LEVEE- PROFESSIONAL SERVICES	\$1,380.00
		36132	2/26/2020	1411	LEVEE-PROFESSIONAL SERVICES	\$805.00
		36132	2/26/2020	1420	LEVEE-PROFESSIONAL SERVICES	\$345.00
	HARRIS & ASSOCIATES INC.	35996	2/25/2020	43655	AIRPORT FREEDOM SEWER REPLACEM	\$5,520.00
	HOME DEPOT CREDIT SERVICES	36158	3/4/2020	02/13/2020	SUPPLIES	\$227.28
		36158	3/4/2020	02/13/2020	SUPPLIES	\$43.62
	HYDROSCIENCE ENGINEERS, INC.	36000	2/25/2020	454001010	SUB BASIN 7 SANITARY SEWER ASS	\$5,605.00
		36000	2/25/2020	454003003	LEE/BEACH SUB-BASIN STORM SEWE	\$3,207.50
	JERRY ALLISON LANDSCAPING INC.	36007	2/25/2020	012720-29	INVOICE #012720-29 MONTHLY MAINTENANCE SERVIC	\$200.00
		36007	2/25/2020	012720-21	INV#012720-21 MAINTENACE ON HOLD RD, HARVEST DR &	\$97.00
	JIMMIE A. LITTRRELL	36008	2/25/2020	FEBRUARY 2020	DEVELOPMENT OF RWF CONTIGENCY	\$3,600.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	KEMIRA WATER SOLUTIONS, INC.	36014	2/25/2020	9017663107	FERRIC CHLORIDE PURCHASE	\$8,325.92
	KIMBALL MIDWEST	36015	2/25/2020	7736561	INVOICE #7736561 CHAIN TOOL AND REPLACEME	\$174.36
	KJ WOODS CONSTRUCTION INC	36016	2/25/2020	1	AIRPORT FREEDOM TRUNK SEWER RP	\$222,539.72
	LYONS, KATHLEEN	36027	2/25/2020	02-190-988	Biological Services to Freedom	\$870.00
	MCMASTER CARR	36031	2/25/2020	32661603	RUBBER ROD	\$16.32
	MERCURY METALS INC	36032	2/25/2020	12971	REPAIRS	\$190.00
		36032	2/25/2020	12993	SUPPLIES	\$109.14
	M-I-C INC.	36028	2/25/2020	4308	INVOICE #4308 FREIGHT COST FOR VAREC FLARE DEL	\$496.75
	MID VALLEY SUPPLY	36035	2/25/2020	01/31/2020	SUPPLIES	\$518.72
	OSCAR HERNANDEZ FRIAS	35998	2/25/2020	2/2/2020	PW-SAFETY BOOTS	\$196.73
	PACIFIC CREST ENGINEERING, INC.	36055	2/25/2020	8084	PROFESSIONAL SERVICES	\$483.75
		36055	2/25/2020	8026	PROFESSIONAL SERVICES	\$175.00
		36055	2/25/2020	8025	PROFESSIONAL SERVICES	\$175.00
	PAJARO VALLEY PRINTING	36060	2/25/2020	39950	PRINTS FOR OUTREACH TEAM	\$693.74
	PARRA, STEPHEN	36063	2/25/2020	TRVL ON 01/22/2020	PW- MANAGEMENT & SUPERVISORY LEADERSHIP PER DIEM`	\$54.00
	PLATT	36066	2/25/2020	0D29409	PARTS	\$31.32
	POLYDYNE INC.	36067	2/25/2020	1431527	POLYMER	\$7,108.97
		36067	2/25/2020	1431844	POLYMER	\$3,016.81
	PRAXAIR DISTRIBUTION, INC	36069	2/25/2020	94369587	CYLINDER RENT	\$257.34
		36069	2/25/2020	94497915	SUPPLIES	\$30.13
		36069	2/25/2020	94497916	SUPPLIES	\$165.96
	PSOMAS	36070	2/25/2020	159413	INSPECTION SERVICES FOR AIRPOR	\$6,525.00
	PURE WATER OF WATSONVILLE	36071	2/25/2020	2810	FILTER SERVICE, INVOICE # 2810	\$177.86
	QUINTERO, EDGAR	36073	2/25/2020	TRVL ON 01/22/2020	PW- MANAGEMENT & SUPERVISORY LEADERSHIP PER DIEM	\$54.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	RAFTELIS FINANCIAL CONSULTANTS, INC.	36074	2/25/2020	14201	UTILITY ENTERPRISE ANALYSIS AN	\$2,046.00
	RICOH USA, INC	36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$44.68
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$68.73
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$68.68
	SAGE RENEWAL ENERGY CONSULTING, INC.	36084	2/25/2020	1629	RENEWABLE ENERGY PROJECTS ASSE	\$500.00
	SJSUR FOUNDATION/MLML	36094	2/25/2020	AR020476	INVOICE #AR020476 CHARTER OF JOHN H. MARTIN F	\$365.00
	STATE WATER RESOURCES CNTRL BD	36096	2/25/2020	SC-119703	INVOICE #SC-119703 ACCOUNT #2030143 SITE CLE	\$3,191.03
	THATCHER COMPANY, INC.	36099	2/25/2020	272519	ALUMINUM SULFATE SUPPLY AND DE	\$4,150.96
	THE GRUNSKY LAW FIRM LLC	35993	2/25/2020	93140	LEGAL SERVICES	\$40.80
		35993	2/25/2020	93140	LEGAL SERVICES	\$1,101.60
	TRITON CONSTRUCTION INC.	36107	2/25/2020	16847	DESIGNATED OPERATOR SERVICES	\$100.00
	TYLER TECHNOLOGIES, INC.	36108	2/25/2020	045-292004	LICENSING, IMPLEMENT, MAINT. M	\$170.00
	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	2625-01/22/20	HARD DRIVE FOR WASTEWATER SERVER	\$124.36
		36141	2/26/2020	1345-01/22/2020	APPLICATION FEES TO MB UNIFIED AIR POLLUTION CONTR	\$546.25
		36141	2/26/2020	1345-01/22/2020	SOURCE CONTROL PAYMENT FEE	\$2.05
		36141	2/26/2020	1345-01/22/2020	UNDERGROUND STORAGE TANK MAINTENANCE	\$89.00
		36141	2/26/2020	1345-01/22/2020	SOURCE CONTROL- OVERNIGHT NOTICE	\$31.45
		36141	2/26/2020	1345-01/22/2020	ASSORTED CARDS	\$54.06
		36141	2/26/2020	1345-01/22/2020	REFUND FROM AMAZON	(\$117.50)
		36141	2/26/2020	1345-01/22/2020	KEYBOARD FOR OPERATIONS	\$87.39

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	1345-01/22/2020	SYMPATHY/ GET WELL CARDS	\$16.37
		36141	2/26/2020	1345-01/22/2020	PICTURE FRAME	\$30.58
		36141	2/26/2020	2625-01/22/20	HDMI VIDEO ADAPTER FOR JACKIE & CHRISTIAN	\$30.56
		36141	2/26/2020	4782-01/22/2020	ENG LICENSE RENEWAL FEE	\$115.00
		36141	2/26/2020	4782-01/22/2020	RENEWAL FEES	\$510.00
		36141	2/26/2020	4782-01/22/2020	MEMBERSHIP RENEWAL	\$75.00
		36141	2/26/2020	4782-01/22/2020	ENG LICENSE RENEWAL FEE	\$1.00
		36141	2/26/2020	4782-01/22/2020	ENG LICENSE RENEWAL FEE	\$1.00
		36141	2/26/2020	4782-01/22/2020	ENG LICENSE RENEWAL FEE	\$115.00
		36141	2/26/2020	1345-01/22/2020	BUSINESS CARDS	\$41.50
		36141	2/26/2020	8557-01/22/2020	JOB ADVERTISING	\$300.00
		36141	2/26/2020	8557-01/22/2020	JOB ADVERTISING	\$75.00
		36141	2/26/2020	8557-01/22/2020	JOB ADVERTISING	\$75.00
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$357.38
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$420.35
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$163.71
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$10.90
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$40.90
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$48.04

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$20.08
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$7.82
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$23.90
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$13.59
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$13.08
		36141	2/26/2020	1345-01/22/2020	SCIENCE WORKSHOP SUPPLIES	\$57.64
		36141	2/26/2020	4782-01/22/2020	MEETING FEE	\$43.00
		36141	2/26/2020	2625-01/22/20	CANNON CAMERA AND ACCESS. FOR A.CEBADA	\$1,169.47
		36141	2/26/2020	4782-01/22/2020	OFFICE SUPPLIES FOR ADMIN STAFF	\$12.01
		36141	2/26/2020	4782-01/22/2020	MEETING FEE	\$43.00
		36141	2/26/2020	4782-01/22/2020	OFFICE CHAIR FOR ADMIN STAFF	\$43.57
		36141	2/26/2020	4782-01/22/2020	OFFICE SUPPLIES FOR ADMIN STAFF	\$16.98
		36141	2/26/2020	1345-01/22/2020	NATURE CENTER SUPPLIES	\$273.11
		36141	2/26/2020	1345-01/22/2020	NATURE CENTER SUPPLIES	\$96.54
		36141	2/26/2020	1345-01/22/2020	NATURE CENTER SUPPLIES	\$13.60
		36141	2/26/2020	1345-01/22/2020	NATURE CENTER SUPPLIES	\$10.91
		36141	2/26/2020	1345-01/22/2020	NATURE CENTER SUPPLIES	\$19.63
		36141	2/26/2020	4782-01/22/2020	STORM WATER APPLICATION FEE	\$484.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	4782-01/22/2020	STORM WATER APPLICATION FEE	\$11.13
	WECO INDUSTRIES	36120	2/25/2020	0044786-IN	REPAIRS	\$569.64
	Fund Total					\$366,723.27
0720	ACE HARDWARE	35890	2/25/2020	01/31/2020	SUPPLIES	\$69.83
		35890	2/25/2020	01/31/2020	SUPPLIES	\$24.30
		35890	2/25/2020	01/31/2020	SUPPLIES	\$79.78
		35890	2/25/2020	01/31/2020	SUPPLIES	\$665.54
	ADVANCED INDUSTRIAL SERVICES, INC.	35891	2/25/2020	15886	AIRPORT RESERVOIR CAULKING	\$11,305.00
		35891	2/25/2020	15885	CONTRACT 1560 BAL-RIDER TANK	\$10,165.00
	AGILIS SYSTEMS, LLC	35892	2/25/2020	2356772	INV#2356772 CUSTOMER SERVICE LINXUP TRACKING SERVI	\$160.93
	APPLE HILLS HOA	35898	2/25/2020	14026	ACCT#14026 (211 GREEN MEADOR DR) BILLING ERROR	\$43,278.88
	ASSOCIATION OF BAY AREA GOVERNMENTS	35899	2/25/2020	AR022028	FY20-LEVELIZED CHARGE- NATURAL GAS	\$3,162.30
	AT&T-CAL NET 2	35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$301.89
	BANUELOS, RICHARD	35907	2/25/2020	TRVL ON 01/28/2020	PW- WORK ZONE SAFETY	\$89.92
	BARSIS LIQUORS	35908	2/25/2020	#01933	#01933 UTILITY ACCOUNT CLOSED	\$414.98
	BILL FANNIN FENCING	35910	2/25/2020	JANUARY 30,2020	INV DATE: JANUARY 30, 2020 FOR ROACH RD YARD REPAI	\$5,404.00
	CDW GOVERNMENT, INC.	35921	2/25/2020	WTG9434	FORTINET CONVERTERS FOR FIREWALL	\$36.79
		35921	2/25/2020	WRK2911	CAR CHARGER FOR PANASOIC LAPTOP	\$144.88
	CENTRAL COAST LANDSCAPE & MAINTENANCE	35924	2/25/2020	20712	SERVICE	\$627.00
	CHARLOTTE CAVANAUGH	35927	2/25/2020	#39596	#39596 UTILITY ACCOUNT CLOSED	\$137.12
	CHARTER COMMUNICATIONS	36127	2/26/2020	0002463021520	SERVICE	\$30.23

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0720	CHARTER COMMUNICATIONS	36127	2/26/2020	0002463021520	SERVICE	\$89.54
		36127	2/26/2020	0002463021520	SERVICE	\$136.67
		36127	2/26/2020	0002463021520	SERVICE	\$30.23
		36127	2/26/2020	0002463021520	SERVICE	\$30.24
	CHAS SAMBRAILO PAPER CO	35928	2/25/2020	#05648	#05648 UTILITY ACCOUNT CLOSED	\$84.78
	CHRISTINE SIEFKE	35931	2/25/2020	#05077	#05077 UTILITY ACCOUNT CLOSED	\$156.15
	CHRISTOPHER HAGERTY	35932	2/25/2020	#39840	#39840 UTILITY ACCOUNT CLOSED	\$119.79
	COMMUNITY TREE SERVICE, INC.	35938	2/25/2020	11930	TREE SERVICE ENOS LANE	\$3,950.00
	CONTINUANT, INC.	35939	2/25/2020	SI-0000004255	MANAGED SERVICES AGREEMENT FR 03/01/2020-03/31/20	\$701.01
	CRUZIO/THE INTERNET STORE INC.	35945	2/25/2020	B24704-340	DSL SERVICE VARIOUS SITE FROM 03/01/2020-03/31/20	\$99.95
	DIXON & SONS TIRES INC.	35961	2/25/2020	01/29/2020	PARTS AND SERVICE	\$20.00
	EPICO SYSTEMS INC.	35971	2/25/2020	2020-28	FIBER OPTICS MAINTENANCE CONTR	\$2,365.00
	FIRST ALARM, INC.	35976	2/25/2020	524000	FIRE ALARM SERVICE	\$270.36
	GREAT WEST EQUIPMENT, INC.	35989	2/25/2020	19639	INV#19639 1 1/4" ASPHALT CUTTER & #3183 TAPPER BOL	\$160.06
	GREEN RUBBER-KENNEDY AG	36131	2/26/2020	01/31/2020	SUPPLIES	\$31.27
	GREGORY/ JESSICA STEPHENS	35990	2/25/2020	#38240	#38240 UTILITY ACCOUNT CLOSED	\$164.85
	HEATHER BARIGIAN	35997	2/25/2020	39042	1 QUALIFYING TOILET REBATE @ 9 WESLEY CT ACCT#3904	\$100.00
	HOME DEPOT CREDIT SERVICES	36158	3/4/2020	02/13/2020	SUPPLIES	\$158.41
		36158	3/4/2020	02/13/2020	SUPPLIES	\$2,836.03
		36158	3/4/2020	02/13/2020	SUPPLIES	\$5,834.93
	ICONIX WATERWORKS (US) INC.	36001	2/25/2020	1/31/2020	WATER INFRASTRUCTURE REPLACEME	\$5,807.30
	JAMES SWARTHOUT	36006	2/25/2020	#28889	#28889 UTILITY ACCOUNT CLOSED	\$144.67
	JERRY ALLISON LANDSCAPING INC.	36007	2/25/2020	012720-21	INV#012720-21 MAINTENACE ON HOLD RD, HARVEST DR &	\$97.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0720	JERRY ALLISON LANDSCAPING INC.	36007	2/25/2020	012720-21	INV#012720-21 MAINTENACE ON HOLD RD, HARVEST DR &	\$581.00
	JOHN W. KING	36010	2/25/2020	05417	1 QUALIFYING HIGH EFFICIENCY CLOTHES WASHER REBATE	\$100.00
	LA SELVA	36019	2/25/2020	4347	INVOICE #4347, WORK PERFORMED AT FIRE STATION	\$400.00
	MID BAY FORD	36034	2/25/2020	#37205	#37205 UTILITY ACCOUNT CLOSED	\$1,818.91
	MID VALLEY SUPPLY	36035	2/25/2020	01/31/2020	SUPPLIES	\$215.76
		36035	2/25/2020	01/31/2020	SUPPLIES	\$29.91
		36035	2/25/2020	01/31/2020	SUPPLIES	\$73.48
	MINERVA GALVAN	36037	2/25/2020	23322	1 QUALIFYING TOILET REBATE @ 293 SUNNYHILLS DR ACC	\$97.23
	MONTEREY BAY CHRYSLER DODGE JEEP	36040	2/25/2020	#37207	#37207 UTILITY ACCOUNT CLOSED	\$41.87
		36040	2/25/2020	#37206	#37206 UTILITY ACCOUNT CLOSED	\$825.05
	MONTEREY BAY SERVICE COMPANY	36041	2/25/2020	42491	INV#42491 REPLACED GASKETS ON REFRIGERATOR AT HARV	\$954.81
	MYLAH PATE	36042	2/25/2020	#40047	#40047 UTILITY ACCOUNT CLOSED	\$118.60
	NICHOLAS HUTTON	36044	2/25/2020	37949	1 QUALIFYING HIGH EFFICIENCY CLOTHES WASHER REBATE	\$100.00
	NORTHERN SAFETY CO. INC.	36045	2/25/2020	903805589	SUPPLIES	\$200.41
	ORTEGA, CARLOS	36052	2/25/2020	2/10/20	PW-CWEA RENEWAL	\$94.00
	PAJARO VALLEY FABRICATION INC.	36058	2/25/2020	27569	LABOR TO EQUIPMENT	\$37.47
		36058	2/25/2020	27549	PARTS	\$950.57
	PAJARO VALLEY PRINTING	36060	2/25/2020	39917	BUSINESS CARDS	\$92.86
	POWER ENGINEERS, INC.	36068	2/25/2020	340367	CONSULTANT SERVICES FOR CITYWO	\$867.50
	PRAXAIR DISTRIBUTION, INC	36069	2/25/2020	94552081	SUPPLIES	\$192.84
	QUILL CORPORATION	36072	2/25/2020	4264722	INVOICE# 4264722 OFFICE SUPPLIES	\$561.97
		36072	2/25/2020	4577395	INVOICE# 4577395 OFFICE SUPPLIES	\$9.82

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0720	QUILL CORPORATION	36072	2/25/2020	4525787	INVOICE # 4525787 OFFICE SUPPLIES	\$12.66
		36072	2/25/2020	4546916	INVOICE# 4546916 OFFICE SUPPLIES	\$12.33
		36072	2/25/2020	4540102	INVOICE# 4540102 OFFICE SUPPLIES	\$194.30
	RAFTELIS FINANCIAL CONSULTANTS, INC.	36074	2/25/2020	14201	UTILITY ENTERPRISE ANALYSIS AN	\$2,749.31
	RICHARD KORTIUM	36078	2/25/2020	#10557	#10557 UTILITY ACCOUNT CLOSED	\$41.61
	RICOH USA, INC	36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$44.69
		36163	3/4/2020	5058893882	MONTHLY MAINTENANCE	\$884.81
	ROB MEDER	36080	2/25/2020	#40479	#40479 UTILITY ACCOUNT CLOSED	\$67.56
	SBS	36090	2/25/2020	0717776-IN	SAND SLURRY	\$257.41
	SECURITY SHORING AND STEEL PLATES INC.	36092	2/25/2020	154701C	INV#154701C 3-1/2' RAILS 41-63 & 3-1/2' RAILS 52-8	\$60.97
		36092	2/25/2020	154701B	INV#154701B 3-1/2; RAILS 41-63 & 3-1/2; RAILS 52-8	\$270.00
		36092	2/25/2020	153900H	INV#153900H 8X12 STEEL PLATE RENTAL FOR GREEN VALL	\$153.00
		36092	2/25/2020	153888H	INV#153888H 6X10 STEEL PLATE RENTAL FOR PENNSYLVAN	\$1,944.00
		36092	2/25/2020	154422D	INV#154422D 6X10 STEEL PLATE RENTAL ON CENTER & BE	\$108.00
		36092	2/25/2020	154370D	INV#154370D 6X10 STEEL PLATES USED AT CENTER & BEC	\$648.00
		36092	2/25/2020	154360D	INV#154360D 6X10 STEEL PLATE AT CENTER & BECK 12/1	\$1,080.00
	STATE WATER RESOURCES CONTROL BOARD	36139	2/26/2020	OP#17334	STEVE HERNANDEZ	\$105.00
	THE GRUNSKY LAW FIRM LLC	35993	2/25/2020	93140	LEGAL SERVICES	\$2,142.00
	TINO'S PLUMBING INC	36100	2/25/2020	124701	BACKFLOW TEST	\$60.00
	TOTAL EQUIPMENT & RENTAL OF FREMONT	36103	2/25/2020	P28922	INV#P28922 PARTS: SEAL,WINDOW, SCREW, GROMMET & BU	\$76.64

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0720	TOWNSEND AUTO PARTS	36104	2/25/2020	02/01/2020	PARTS AND SUPPLIES	\$172.22
	TRACTOR SUPPLY CREDIT PLAN	36105	2/25/2020	01/30/2020	SUPPLIES	\$76.46
	TYLER TECHNOLOGIES, INC.	36108	2/25/2020	045-292004	LICENSING, IMPLEMENT, MAINT. M	\$195.00
	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	4782-01/22/2020	BATTERY FOR WATER OPS	\$182.23
		36164	3/4/2020	9464-01/22/2020	MANAGEMENT TRAINING-M. BRANDENBURG	\$499.00
		36141	2/26/2020	4782-01/22/2020	HOTEL STAY FOR STAFF TRAINING	\$99.18
		36141	2/26/2020	4782-01/22/2020	MANUAL TRAINING FOR CLASS	\$166.22
		36141	2/26/2020	2625-01/22/20	ETHERNET ADAPTER FOR S.HERNANDEZ	\$15.56
		36164	3/4/2020	9464-01/22/2020	UB DIVISION WINDOW BLINDS	\$199.40
		36164	3/4/2020	9464-01/22/2020	UB DIVISION LIGHT SHADES	\$71.47
	UNDERGROUND SERVICE ALERT	36110	2/25/2020	132494DIG20	INV#132494DIG20 CALIFORNIA STATE FEE FOR REGULATOR	\$1,108.77
0730	UPS STORE	36112	2/25/2020	10/31/2019	SHIPPING AND FINGERPRINTING	\$80.91
		36112	2/25/2020	01/31/2020	SHIPPING AND FINGERPRINTING	\$25.06
		36112	2/25/2020	01/31/2020	SHIPPING AND FINGERPRINTING	\$54.09
	VERONICA SANCHEZ	36115	2/25/2020	38972	1 QUALIFYING TOILET REBATE @ 45 BRIGHTVIEW LN ACCT	\$100.00
	WEST ENVIRONMENTAL, INC.	36122	2/25/2020	#40821	#40821 UTILITY ACCOUNT CLOSED	\$672.12
	Fund Total					\$122,480.65
	ACE HARDWARE	35890	2/25/2020	01/31/2020	SUPPLIES	\$178.35
	AIRNAV.LLC	35894	2/25/2020	2000462	DESIGN FEE	\$50.00
	AT&T	35900	2/25/2020	831724-4877-02/07/20	PHONE SERVICE	\$130.62
	AT&T-CAL NET 2	35901	2/25/2020	000014226773	CALNET3_C60 CHARGES FROM 12/24/19-01/23/2020	\$314.88
	CHARTER COMMUNICATIONS	36126	2/26/2020	0275481021120	SERVICE	\$156.21

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0730	CHARTER COMMUNICATIONS	36127	2/26/2020	0002463021520	SERVICE	\$164.92
	CONTINUANT, INC.	35939	2/25/2020	SI-0000004255	MANAGED SERVICES AGREEMENT FR 03/01/2020-03/31/20	\$40.42
	ELEVATOR SERVICE COMPANY, INC.	35967	2/25/2020	26778	ON CALL MAINTENANCE/SERVICE FO	\$200.00
	EWING IRRIGATION PRODUCTS, INC.	35973	2/25/2020	9013359	SUPPLIES	\$2,039.13
	FIRST SECURITY SERVICES	35978	2/25/2020	IN-0030765	SECURITY FOR FEB 2020	\$714.03
	GREEN RUBBER-KENNEDY AG	36131	2/26/2020	01/31/2020	SUPPLIES	\$53.26
		36131	2/26/2020	01/31/2020	SUPPLIES	\$977.92
		36131	2/26/2020	01/31/2020	SUPPLIES	\$825.62
	HOME DEPOT CREDIT SERVICES	36158	3/4/2020	02/13/2020	SUPPLIES	\$5.44
		36158	3/4/2020	02/13/2020	SUPPLIES	\$151.97
		36158	3/4/2020	02/13/2020	SUPPLIES	\$976.49
		36158	3/4/2020	02/13/2020	SUPPLIES	\$340.03
	JOHNSON CONTROLS SECURITY SOLUTIONS LLC	36133	2/26/2020	33864620	FIRE MONITORING ALARM SYSTEM A	\$984.11
	LOMBERA, PABLO	36025	2/25/2020	1293	JANUARY 2020 SERVICES	\$1,200.00
	MERCURY METALS INC	36032	2/25/2020	12994	SUPPLIES	\$13.77
	MID VALLEY SUPPLY	36035	2/25/2020	01/31/2020	SUPPLIES	\$145.22
		36035	2/25/2020	01/31/2020	SUPPLIES	\$821.58
	NAPA AUTO PARTS	36043	2/25/2020	104324	SUPPLIES	\$97.22
		36043	2/25/2020	104368	SUPPLIES	\$24.89
		36043	2/25/2020	103952	SUPPLIES	\$35.50
	OSUNA AUTO ELECTRIC & SMALL ENGINE REPAIR	36054	2/25/2020	36232	REPAIRS	\$300.00
	PACIFIC CREST ENGINEERING, INC.	36055	2/25/2020	8027	WATSONVILLE AIRPORT CONSULTATION	\$350.00
	PACIFIC GAS & ELECTRIC	36056	2/25/2020	1506815321-0-2/18	ELEC	\$202.29

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0730	PAJARO VALLEY LOCK SHOP	36059	2/25/2020	01/31/2020	SUPPLIES	\$10.78
		36059	2/25/2020	01/31/2020	SUPPLIES	\$77.49
	PAJARO VALLEY PRINTING	36060	2/25/2020	39938	ENVELOPES	\$431.54
	PAPE MATERIAL HANDLING, INC.	36062	2/25/2020	2082990	REPAIR	\$571.07
	PRAXAIR DISTRIBUTION, INC	36069	2/25/2020	93818112	CYLINDER RENT	\$46.44
	REGISTER PAJARONIAN	36075	2/25/2020	2019-355960	ADVERTISING	\$199.00
		36075	2/25/2020	RENEWAL ACCT 6821-6821	26 WEEK RENEWAL FOR ACCT 6821-WATSONVILLE AIRPORT	\$39.00
	ROSAS, SAM	36083	2/25/2020	TUITION REIMB	AIRPORT CERTIFIED EMPLOYEE-AIRFIELD LIGHTING REIMB	\$540.00
	THE GRUNSKY LAW FIRM LLC	35993	2/25/2020	93140	LEGAL SERVICES	\$3,035.58
		35993	2/25/2020	93141	LEGAL SERVICES	\$1,765.38
		35993	2/25/2020	93141	LEGAL SERVICES	\$904.00
	TYLER TECHNOLOGIES, INC.	36108	2/25/2020	045-292004	LICENSING, IMPLEMENT, MAINT. M	\$128.00
	U S BANK CORPORATE PAYMENT SYSTEM	36141	2/26/2020	4213-01/22/2020	NEWSPAPER AD	\$478.00
		36141	2/26/2020	4213-01/22/2020	SPONSORSHIP-PV ATHLETICS	\$245.00
		36141	2/26/2020	4213-01/22/2020	UBERCONFERENCE LOCAL LINE	\$189.90
		36141	2/26/2020	4213-01/22/2020	WATSONVILLEFLYIN.COM DOMAIN	\$7.98
		36141	2/26/2020	4213-01/22/2020	WEATHERLINK PRO SUBSCRIPTION	\$47.40
		36141	2/26/2020	4213-01/22/2020	CAMERA FOR HANGAR INSPECTION	\$126.42
		36141	2/26/2020	4213-01/22/2020	CONVINIENCE FEE FOR JET FUEL TAX REPORTING	\$1.91
		36141	2/26/2020	4213-01/22/2020	JET FUEL TAX REPORTING	\$83.00
	Fund Total					\$20,421.76
0740	ACE HARDWARE	35890	2/25/2020	01/31/2020	SUPPLIES	\$432.57
		35890	2/25/2020	01/31/2020	SUPPLIES	\$243.08
		35890	2/25/2020	01/31/2020	SUPPLIES	\$841.52

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0740	ACE HARDWARE	35890	2/25/2020	01/31/2020	SUPPLIES	\$286.17
	ASSOCIATION OF BAY AREA GOVERNMENTS	35899	2/25/2020	AR022028	FY20-LEVELIZED CHARGE- NATURAL GAS	\$215.61
	CLEARBLU ENVIRONMENTAL	35933	2/25/2020	22507	FEB SERVICE	\$219.68
	CONTINUANT, INC.	35939	2/25/2020	SI-0000004255	MANAGED SERVICES AGREEMENT FR 03/01/2020-03/31/20	\$579.80
	EL PAJARO COMMUNITY DEV CORP	35966	2/25/2020	2049	INV#2049 PLAZA VIGIL JANITORIAL SERVICES FOR JANUA	\$473.00
	FASTENAL COMPANY	35974	2/25/2020	CAWAT105153	SUPPLIES	\$182.41
		35974	2/25/2020	CAWAT105567	PARTS	\$123.38
	GREEN RUBBER-KENNEDY AG	36131	2/26/2020	01/31/2020	SUPPLIES	\$872.25
		36131	2/26/2020	01/31/2020	SUPPLIES	\$90.98
		36131	2/26/2020	01/31/2020	SUPPLIES	\$752.22
	GROCERY OUTLET	35992	2/25/2020	02/07/2020	300 2502 254 2230-SUPPLIES 02/07/2020	\$20.27
	HOME DEPOT CREDIT SERVICES	36158	3/4/2020	02/13/2020	SUPPLIES	\$305.08
	HOPE SERVICES, INC.	35999	2/25/2020	S170326	LITTER REMOVAL FROM CITY ROADW	\$2,280.00
	MID VALLEY SUPPLY	36035	2/25/2020	01/31/2020	SUPPLIES	\$513.58
		36035	2/25/2020	01/31/2020	SUPPLIES	\$123.91
	OSUNA AUTO ELECTRIC & SMALL ENGINE REPAIR	36054	2/25/2020	35678	SUPPLIES	\$182.76
	PAJARO VALLEY FABRICATION INC.	36058	2/25/2020	27583	REPAIRS	\$135.05
	PAJARO VALLEY LOCK SHOP	36059	2/25/2020	01/31/2020	SUPPLIES	\$58.22
		36059	2/25/2020	01/31/2020	SUPPLIES	\$11.56
	PKT WELDING & FABRICATION	36065	2/25/2020	1516	INV#1516 REPAIR TO DUMPSTER RECYCLE 4030:CROSS MEM	\$862.35
	RAFTELIS FINANCIAL CONSULTANTS, INC.	36074	2/25/2020	14201	UTILITY ENTERPRISE ANALYSIS AN	\$1,598.44

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0740	RESOURCES RECYCLING & RECOVERY	36077	2/25/2020	0000001266628	INV#0000001266628 2ND QUARTER (OCT-DEC 2019) RECY	\$566.37
		36077	2/25/2020	0000001266630	INV#0000001266630 GILBERTSON SITE RECOVERY FEE 2ND	\$253.74
		36077	2/25/2020	0000001266621	INV#0000001266621 LANDFILL RECOVERY FEE 2ND QUARTE	\$1,664.13
	SAGE RENEWAL ENERGY CONSULTING, INC.	36084	2/25/2020	1629	RENEWABLE ENERGY PROJECTS ASSE	\$500.00
	SAVE MART SUPERMARKET	36089	2/25/2020	02/04/2020	SUPPLIES	\$47.04
	STERICYCLE ENVIRONMENTAL SOLUTIONS INC.	36097	2/25/2020	04002729814	HOUSEHOLD HAZARDOUS WASTE COLL	\$6,561.40
	TRACTOR SUPPLY CREDIT PLAN	36105	2/25/2020	01/30/2020	SUPPLIES	\$74.25
	TYLER TECHNOLOGIES, INC.	36108	2/25/2020	045-292004	LICENSING, IMPLEMENT, MAINT. M	\$153.00
	U S BANK CORPORATE PAYMENT SYSTEM	36164	3/4/2020	9464-01/22/2020	SW SAFETY MEETING LUNCH	\$183.94
		36164	3/4/2020	9464-01/22/2020	MANAGEMENT TRAINING-H. PERALTA	\$499.00
		36164	3/4/2020	9464-01/22/2020	MANAGEMENT TRAINING-H. MARTINEZ	\$499.00
		36164	3/4/2020	9464-01/22/2020	MSC FACILITY CONFERENCE ROOM SUPPLIES	\$47.53
		36141	2/26/2020	2625-01/22/20	MONITOR CABLES FOR MSC STAFF	\$13.04
	WEST COAST RUBBER RECYCLING	36121	2/25/2020	20-366	INV#20-366 TIRE DISPOSAL	\$643.65
	Fund Total					\$23,109.98
0780	CNA SURETY	35934	2/25/2020	BOND 64944661N	NOTARY BOND #64944661N- A. JAUREGUI	\$38.00
	CSAA INSURANCE EXCHANGE	36128	2/26/2020	#1003-42-3455	COW CLAIM #1920-09	\$4,206.48
	LWP CLAIMS SOLUTIONS INC	36026	2/25/2020	18392	CLAIMS ADMINISTRATION - FEBRUARY 2020	\$13,243.00
		36160	3/4/2020	941-43893	TRUST DEPOSIT 02/22-02/29/2020	\$24,855.15
	THE GRUNSKY LAW FIRM LLC	35993	2/25/2020	93140	LEGAL SERVICES	\$1,693.20

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0780	THE GRUNSKY LAW FIRM LLC	35993	2/25/2020	93141	LEGAL SERVICES	\$159.20
		35993	2/25/2020	93141	LEGAL SERVICES	\$6,034.20
	Fund Total					\$50,229.23
0787	MES VISION	36161	3/4/2020	02/29/2020	CLAIMS-CHECK RUN 02/29/2020	\$1,613.94
	PREFERRED BENEFIT	36137	2/26/2020	EIA31752	EIA31752- CLAIMS WEEK ENDING 02/20/2020	\$9,374.21
		36162	3/4/2020	EIA31817	EIA31817- CLAIMS WEEK ENDING 02/27/2020	\$8,280.66
	Fund Total					\$19,268.81
Total	Total					\$2,555,501.38



MISCELLANEOUS DOCUMENTS REPORT

MARCH 10, 2020

1.0 MINUTES

--Minor Land Division Committee
October 21, 2019

2.0 PROCLAMATIONS & CERTIFICATES

--John Steele
2020 Hunger Fighter of the Year
March 5, 2020

--Santiago Tehandon
2020 Hunger Fighter of the Year
March 5, 2020

--Steve Kociol
California Rural Legal Assistance, Inc.
12 Years of Service
March 5, 2020

**MINUTES
MINOR LAND DIVISION COMMITTEE
OF THE CITY OF WATSONVILLE**

**October 21, 2019
3:10 p.m.**

**CITY HALL – 250 MAIN STREET
CONFERENCE ROOM 1A**

1.0 ROLL CALL

MEMBERS/ALTERNATES PRESENT:

Nathalie Manning, Deputy City Manager/Chairperson
Suzi Merriam, Community Development Director/Secretary
Maria Esther Rodriguez, Assistant Director, Public Works & Utilities
Rob Allen, Building Official/Assistant CDD Director
Rick Pettigrew, Fire Captain

ABSENT:

None

STAFF PRESENT:

Associate Planner Ivan Carmona
Executive Assistant Deborah Muniz

2.0 MINUTES

**2.1 MOTION TO FILE AND ACCEPT THE MINUTES OF THE MARCH 18, 2019
MEETING.**

A motion was made by Member Rodriguez, seconded by Member Merriam and carried by voice vote approving the minutes.

3.0 NEW BUSINESS

**3.1 LOT LINE ADJUSTMENT APPLICATION (PP2019-289) TO MODIFY THE
BOUNDARY LINES BETWEEN TWO CONTIGUOUS PARCELS LOCATED AT 151
KEARNEY STREET AND 144 WEST LAKE AVENUE (APNS: 018-471-02 & -03)**

a) Staff Presentation

Associate Planner Ivan Carmona presented the staff report recommending approval. He stated that the existing drainage easement is located on both parcels spanning from Kearney Street to West Lake Avenue but does not allow for future development.

b) Applicant Presentation

None. Both Dee Murray, applicant and Miles Potter, property owner were present.

c) Public Comment

None

d) Committee Discussion

None

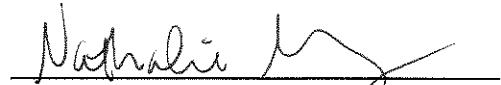
e) Motion

A motion was made by Member Merriam, seconded by Member Allen and carried by voice vote approving Application (PP2019-289).

4.0 ORAL COMMUNICATIONS FROM COMMITTEE AND GENERAL PUBLIC
None

5.0 ADJOURNMENT

Chairperson Manning adjourned the meeting at 3:17 p.m. The next regular meeting is tentatively scheduled for Monday, November 18, 2019 at 3:30 p.m. in Conference Room 1A at City Hall, 250 Main Street, Watsonville, California.



Nathalie Manning, Committee Chairperson
Minor Land Division Committee



*P*roclamation

John Steele Hunger Fighter of the Year March 5, 2020

WHEREAS, Second Harvest Food Bank Santa Cruz County wishes to recognize John Steele for his extraordinary contributions to the nutrition and health of his community; and

WHEREAS, John, a former Programmer Analyst for UCSC, has led the charge in the fight against hunger by organizing and driving the University's Annual Holiday Food Drive to provide food for distribution by over 100 local non-profit agencies and 60 nutrition programs; and

WHEREAS, John's leadership, organization, and hard work has helped inspire the food drive to provide over one million healthy meals during the past nine years; and

WHEREAS, he has rallied a growing team of campus food drive coordinators to build awareness and spirit through raffles, banners, Banana Slug Food Drive envelopes, dining hall competitions, and leadership team food packs; and

WHEREAS, John has been an active leader within the Staff Advisory Board and the UCSC Global Food Initiative Development Committee, engaging students, staff, faculty and community members to address the issues of hunger and food insecurity impacting 1 in 4 students; and

WHEREAS, John has continued his mission to help feed thousands of students, families, and seniors, who otherwise would have gone hungry, aided by the respect he has gained and the numerous relationships he has built at UCSC over the past 23 years; and

WHEREAS, he shows a deep compassion for ensuring that every member of our community has access to the healthy food they need in order to thrive.

NOW, THEREFORE, I, Rebecca J. García, Mayor of the City of Watsonville, in the State of California, on behalf of the City Council hereby congratulate John Steele on receiving Second Harvest Food Bank Santa Cruz County's "2020 Hunger Fighter of the Year Award" and commend him for his outstanding achievements and dedication to the community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Watsonville to be affixed this 5th day of March, Two thousand and twenty.

A blue ink signature of the name "Rebecca J. García".
Rebecca J. García, Mayor



WATSONVILLE, CALIFORNIA



*P*roclamation

Santiago Tehandon

Hunger Fighter of the Year

March 5, 2020

WHEREAS, Second Harvest Food Bank Santa Cruz County wishes to recognize Santiago Tehandon for his extraordinary contributions to the nutrition and health of his community; and

WHEREAS, Santiago, a retired cannery worker, has dedicated over 17 years of volunteer service as a Nutrition Ambassador for the food bank's Passion for Produce and Food for Children programs; and

WHEREAS, he began volunteering by picking up fresh fruit and vegetable orders for the "Our Lady Help of Christians Catholic Churches" children's choir families; and

WHEREAS, Santiago has shown great interest in his community through his involvement in establishing Don Bosco's pantry program and participation in Congressman Jimmy Panetta's roundtable discussing Cal Fresh state cuts, farmworker conditions, and community wellness; and

WHEREAS, in the last fiscal year, Santiago has volunteered over 90 hours with the food bank's Nutrition Programs department at three sites, Don Bosco, Church of Nazarene, and Alianza Elementary; and

WHEREAS, Santiago has instilled his values of equality, compassion, and service to others in his son Francisco who participates with him at the three distribution sites; and

WHEREAS, Santiago is an inspiration to others with his dedication, dependability, and steadfast commitment to fighting hunger and food insecurity through volunteerism, respect, and compassion for people.

NOW, THEREFORE, I, Rebecca J. García, Mayor of the City of Watsonville, in the State of California, on behalf of the City Council hereby congratulate Santiago Tehandon on receiving Second Harvest Food Bank Santa Cruz County's "2020 Hunger Fighter of the Year Award" and commend him for his outstanding achievements and dedication to the community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Watsonville to be affixed this 5th day of March, Two thousand and twenty.

A blue ink signature of "Rebecca J. García" is written over a blue horizontal line. Below the signature, the name "Rebecca J. García" is printed in a smaller, black, sans-serif font.
Rebecca J. García, Mayor



WATSONVILLE, CALIFORNIA



*P*roclamation

Steve Kociol
12 Years of Service
March 5, 2020

WHEREAS, Steve Kociol has been working as a volunteer attorney at the local California Rural Legal Assistance, Inc. office for 12 years; and

WHEREAS, Steve graduated from Tulane University as an undergrad majoring in physics, and attended UC Berkeley as a graduate student in the same field for three years before deciding on a career change and moving to Stanford Law School; and

WHEREAS, he first worked as a lawyer volunteering with the Santa Clara County Legal Aid Society in 1976, was subsequently hired as a staff attorney, and spent five years doing legal aid work; and

WHEREAS, in 1984 he joined the adjunct faculty at Golden Gate University and taught in the MBA program for 24 years; and

WHEREAS, Steve moved to Santa Cruz County in 2007, and began working as a volunteer attorney at CRLA in January of 2008, mainly representing workers who have not been paid properly, or have suffered discrimination based on protected characteristics; and

WHEREAS, in 2015 Steve, along with Directing Attorney Gretchen Regenhardt, helped establish a wage and hour clinic to assist low-wage workers in asserting claims for unpaid wages at the Labor Commissioner as well as a training module for staff and volunteers at the Santa Cruz County Community Action Board on wage and hour law; and

WHEREAS, Steve efforts have earned him multiple recognitions, including the Santa Cruz County Bar Association Pro Bono Award, the Volunteer Center of Santa Cruz "Be the Difference" Award and the California State Bar President Pro Bono Service Award.

NOW, THEREFORE, I, Rebecca J. García, Mayor of the City of Watsonville, in the State of California, on behalf of the City Council hereby congratulate and commend Steve Kociol for his many years of dedication and hard work with CRLA, Inc. with wishes for continued success in all his future endeavors.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Watsonville to be affixed this 5th day of March, Two thousand and twenty.

The seal of the City of Watsonville, California, is a gold-colored star-shaped seal. It has the words "CITY OF WATSONVILLE" around the perimeter and "CALIFORNIA" at the bottom. The seal is mounted on a blue ribbon banner with white stars.

Rebecca J. García
Rebecca J. García, Mayor



March 5, 2020 RTC Meeting Highlights

Hello Aurelio,

Below are highlights from the most recent RTC meeting. RTC meeting information can be found on the [RTC Meetings & Agenda](#) webpage.

Regards,
RTC Staff

Funding Approved for Transit, Bike, and Pedestrian Projects

At its meeting today, the RTC approved funding for several projects in Santa Cruz County, including:

- Over \$500,000 of the region's share of state Low Carbon Transit Operations Program (LCTOP) funds to Santa Cruz Metropolitan Transit District (METRO) for fast charging infrastructure at the Watsonville Transit Center to support future electric buses (Item 10)
- Over \$636,000 in Transportation Development Act (TDA) funds to the County of Santa Cruz for bike lane maintenance on county roads, the Street Smarts/Vision Zero public education campaign, and pedestrian walkways and crosswalk improvements on Pinehurst Drive and Greenbrier Drive near Rio Del Mar Elementary School (Item 11)

Highway 1 Auxiliary Lanes and Bus on Shoulder Project from State Park Drive to Freedom Boulevard:

The RTC approved Measure D and formula Senate Bill 1 - Local Partnership Program (LPP) funds and a contract with Kimley Horn & Associates, Inc in order to begin environmental review of the project. (Item 7)

Work on Santa Cruz Branch Rail Line Approved

The RTC awarded a contract to Durden Construction, Inc. for drainage culvert maintenance at locations in Aptos, Capitola and Santa Cruz. The RTC also approved plans for storm damage repair adjacent to Harkins Slough and Gallighan Slough to repair damage caused by the 2017 winter storms. With the approval of the plans the RTC will issue a request for bids soon for this work which is estimated to cost about \$1.4 million.

Commissioners Appointed to the Budget and Administration/Personnel Committee

The Budget and Administration/Personnel (BA/P) Committee provides oversight with respect to Commission administration, budget, policy, finance, audit, and personnel issues and makes recommendations to the Regional Transportation Commission (RTC) on these matters. The following Commissioners will continue their service on the committee: John Leopold, Zach Friend, Bruce McPherson, Greg Caput, Ryan Coonerty and Jacques Bertrand. The committee meets every other month as needed on the 2nd Thursday of the month, at 3:00 p.m. at the Santa Cruz County Building – [701 Ocean Street, Santa Cruz](#).

Transit Corridors Alternatives Analysis – Goals/Screening Criteria/Performance Measures and Initial List of Alternatives Approved

Following a successful stakeholder engagement period and the close of Milestone 1, the Regional Transportation Commission (RTC) approved the goals, screening criteria, and performance measures for the Transit Corridor Alternatives Analysis (TCAA). The RTC also approved the initial list of alternatives for high-capacity public transit for the Santa Cruz Branch Rail Line. Online outreach for Milestone 2 is scheduled to begin on March 15, 2020 and a short list of alternatives will be presented to the RTC for approval on May 7, 2020.

Approved the Addendum to the Final Environmental Impact Report for the North Coast Rail Trail Project

The RTC adopted a resolution approving an Addendum to the previously certified Final Environmental Impact Report for the North Coast Rail Trail. The Addendum incorporates provisions required by a June 7, 2019 settlement agreement with parties engaged in agricultural activities along the planned trail. The Addendum also provides clarity and addresses changes to design details that were identified during the final design phase. In addition, this resolution authorizes the Executive Director to amend the June 7, 2019 Settlement Agreement to reflect a revised request from the agreement's signatories.

Upcoming RTC and Committee Meetings

Please check the RTC website [www.sccrtc.org] or call 831-460-3200 to confirm. Agendas are posted to the website at least 3 days before the meeting.

Regional Transportation Commission

Thursday, April 2, 2020, 9:00 a.m.
County Board of Supervisors Chambers
701 Ocean St., 5th floor, Santa Cruz, CA

Budget & Administration/Personnel Committee

Thursday, March 12, 2020, 3:00 p.m.
Redwood Room, Santa Cruz County Building
701 Ocean St., 5th floor, Santa Cruz, CA

Traffic Operations System Committee/Safe on 17 Task Force

Thursday, March 18, 2020, 10:00 a.m.
San Jose California Highway Patrol
2020 Junction Ave., San Jose, CA

Interagency Technical Advisory Committee

Thursday, March 19, 2020, 1:30 p.m.
RTC Offices, 1523 Pacific Ave, Santa Cruz, CA

Public input on transportation issues is welcomed and encouraged. For more information, visit the SCCRTC website at www.sccrtc.org or call 460-3200. Some Regional Transportation Commission meetings are televised countywide by Community TV of Santa Cruz. Consult www.communitytv.org or call 831-425-8848 for schedule and station information.

**City of Watsonville
Public Works and Utilities**

M E M O R A N D U M



DATE: **March 5, 2020**

TO: **Matthew D. Huffaker, City Manager**

FROM: **Steve Palmisano, Director Public Works & Utilities**
Danielle Green, Principal Engineer

SUBJECT: **Wastewater Facilities Master Plan Study Session**

AGENDA ITEM: **March 10, 2020** **City Council**

RECOMMENDATION:

Staff recommends that the City Council receive an update on the Draft Wastewater Facilities Master Plan and provide input.

DISCUSSION:

Background

The City of Watsonville (City) owns and operates as an enterprise a wastewater collection, treatment, and disposal system which provides sewage service for a population of approximately 55,000 in an area that includes the City, the Santa Cruz County Freedom Sanitation District, the Santa Cruz County Salsipuedes Sanitary District, and the Monterey County Pájaro Sanitation District. The wastewater collection system encompasses approximately 21 square miles and includes more than 170 miles of sanitary sewer lines and over 20 City-owned wastewater pump stations.

The Wastewater Treatment Facility (WWTF) has a rated capacity of 12 million gallons per day (mgd) maximum month (MM), which corresponds to a 10.3 mgd annual average (AA) flow. The current annual average influent flow is approximately 5.3 mgd.

The Wastewater Division prioritized select facilities for evaluation and condition assessment to plan for rehabilitation and future upgrade needs of the WWTF and outlying pump stations over a horizon of 20-years as part of a Wastewater Facilities Master Plan (Master Plan). The focus of the Master Plan is condition assessment and not capacity evaluation because the current influent flow to the WWTF is about half of its rated capacity, and City staff believes it is unlikely the WWTF will reach its rated flow capacity within this 20-year planning period.

In November 2018, the City Council identified the development of the Master Plan as a priority project and awarded Carollo Engineers, Inc. the contract to provide services for preparation of the Master Plan.

In December 2018, staff began working on the Master Plan to identify aging infrastructure needs and develop a capital improvement program. The Master Plan scope includes the following tasks:

- Assess the visual condition and preliminary natural hazard vulnerability of prioritized wastewater treatment plant infrastructure including the majority of the liquid and solids treatment facilities.
- Confirm the project needs, priorities, and timing at 12 collection system pump stations that were visually assessed by City staff.
- Develop and prioritize future project recommendations with planning-level cost estimates for consideration with the City's 10-year Capital Improvement Plan (CIP).

Wastewater Facilities Master Plan Study Session

The purpose of the study session is to update the City Council on the progress and elements of the Draft Master Plan. This is the first comprehensive Master Plan of the wastewater facilities developed by the City. Previous infrastructure master planning documents addressed the planning needs at specific treatment or pumping facilities.

A summary of the major tasks, key findings and proposed recommendations follow below:

Treatment Facility Condition Assessment and Hazard Vulnerability

Condition assessment was performed on the majority of the structural, mechanical, electrical, and instrumentation assets associated with the WWTF infrastructure. In addition, planning-level vulnerability for seismic and flood hazards was identified for applicable facilities. The key findings of the WWTF condition assessment and hazard vulnerability evaluation include:

- The majority of the treatment facilities are over 35 years old, with the exception of the Pre-aeration and Sedimentation Tanks (over 50 years old) and the Aeration Basins and Blower/RAS-WAS Building (23 years old). The structural and mechanical assets are generally in fair condition for their age. Structural and mechanical deficiencies such as cracks, spalling, corrosion, and insufficient anchors or supports are recommended for repair within the next five years to prolong remaining useful life. Mechanical equipment is typically rehabilitated or replaced by City staff on an as-needed basis, and should continue
- As anticipated with structures of this age, the majority of the treatment tanks and

buildings have seismic vulnerability that could be potentially mitigated through seismic retrofit projects. Timing and prioritization of seismic retrofit projects will be further evaluated by City staff.

- Of the facilities assessed for flooding by 100-year flood, tsunami, and sea level rise, the WWTF effluent pump motors and standby generators/switchgear were identified to potentially be at risk of flooding. The WWTF outfall surge tank, located by the coast, is also potentially at risk of flooding. Opportunities for flood mitigation projects, such as levee reliability analysis and building floodproofing, will be further evaluated by City staff and coordinated with the City's ongoing Local Hazard Mitigation Plan efforts.
- Recommendations were made to improve the ventilation systems at various WWTF structures by repairing or replacing supply and exhaust fans.
- The Secondary Treatment Process Area, including the 35-year old Trickling Filters and 23-year old mechanical and electrical aeration equipment, are nearing the end of their useful life and should be upgraded in the next five to ten years. Regulatory drivers such as anticipated future nutrient removal requirements should be considered with this upgrade.
- Significant cracks were observed at Digester No. 2 and, to a lesser extent, at Digester No. 1. Exterior and interior crack repair and lining projects are recommended. Seismic deficiencies were also observed at the digesters and the Digester Control Building, which could be mitigated by seismic retrofit projects.
- Opportunities for phased improvement of the Fats, Oils and Grease (FOG) receiving station to expand receiving capacity from 13,500 gallons per day (gpd) to 36,300 gpd in the future were determined. Maximizing FOG receiving capability increases receiving station revenue and also maximizes the biogas production, which is used in the WWTF's cogeneration engine-generator to supply the majority of the power and heating needs at the WWTF.
- The majority of the WWTF electrical and instrumentation/controls (EIC) assets are properly functioning but obsolete and approaching the end of useful life. For EIC assets serving process areas, plans to update this equipment should be considered with future structural and mechanical improvements. The highest priority EIC assets to be replaced are the WWTF Main Switchgear Building (due to obsolescence, poor condition, and potential flood risk) and the WWTF standby generators with associated switchgear (due to obsolescence, reliability concerns, and potential flood

risk). Since the City is preparing for a flood mitigation project at the Pájaro River levee which will affect the existing incoming PG&E service, it is highly recommended that the City consider incorporating the main switchgear and standby generator replacements at the same time.

Collection System Pump Stations Condition Assessment and Flooding Vulnerability

City staff conducted condition assessments of 12 collection system pump stations and identified significant structural, mechanical, and/or electrical deficiencies. This Wastewater Facilities Master Plan task used the descriptions of these deficiencies and photos to prepare planning-level cost estimates, identify potential flood hazard vulnerability, evaluate criticality of deficiencies, and prioritize them into the City's CIP budget. The key findings of the collection system pump station evaluation include:

- Major upgrades or replacement is recommended for five pump stations within the next ten years. Project needs vary by site and include replacing wet wells, replacing and standardizing pumps and standby generators; updating and standardizing electrical and controls equipment.
- Relining of concrete wet wells to prolong remaining useful life is recommended at seven pump stations.
- Control system upgrades are recommended to be prioritized at another seven pump stations.
- The four coastal pump stations are currently at risk of flooding and could be mitigated by replacing centrifugal pumps with submersible pumps and floodproofing the buildings and electrical equipment.

Capital Improvement Recommendations

The key findings from the wastewater treatment and collection system pump stations condition assessment and hazard vulnerability evaluation were considered comprehensively in order to develop recommendations for various improvement projects to be implemented over the next 20 years.

Planning-level cost estimates were developed for each improvement project. The projects were then prioritized by improvement type and criticality of needs. The majority of the projects are rehabilitation and replacement projects, which include renewal of existing assets and in-kind replacement of existing assets.

A proposed 10-year CIP was developed, which incorporates both new Master Plan projects and previously identified City projects. A summary of the Draft CIP costs by key project groupings is presented in Table 1 below:

Table 1. Summary of Draft 10-Yr Capital Improvement Plan (CIP) Costs by Key Project Groupings

Project No. ¹	Project Description	FY 2020-25	FY 2025-30	Total 10-Yr
E-1 to E-5, SF-37	Main Switchgear Building Improvements ² , Energy Recovery Building Improvements ² , and Levee Embankment Stabilization ³	\$ 12.9M	\$ 0.0M	\$ 12.9M
DG-1 to DG-21	Digesters, Digester Control Building, and FOG Improvements ²	\$ 2.4M	\$ 8.9M	\$ 11.3M
SF-21, E-8, E-9, GT-4	Headworks and Influent Pump Station Area Replacement ³ , Electrical Improvements at Primary Sedimentation and Gravity Thickeners ² , and Thickened Sludge Pumps Replacement ²	\$ 0.0M	\$15.8M	\$ 15.8M
TF-3, TF-6 to TF-11	Trickling Filter or Aeration Basin Improvements ²	\$ 0.0M	\$ 14.8M	\$ 14.8M
CSPS-1 to CSPS-14	Collection System Pump Station Improvements ²	\$ 2.1M	\$ 7.0M	\$ 9.1M
Varies	Remainder of 10-Yr CIP Projects ^{2,3}	\$ 9.8M	\$ 12.0M	\$ 21.8M
Total 10-Yr CIP Costs⁴		\$ 27.2M	\$ 58.5M	\$85.7M

Notes:

1. Refer to Attachment B, Capital Improvement Plan Summary, for project number designations.
2. Project recommended by Master Plan.
3. Previously identified City Project.
4. Approximately \$25.6M of additional CIP projects are proposed for long-term implementation beyond FY 2030.

For the proposed 10-Year CIP costs, the breakdown between new Master Plan projects and previously identified City projects is presented in Table 2 below:

Table 2. Summary of Draft 10-Yr Capital Improvement Plan (CIP) Costs by Breakdown of Master Plan Projects and Previously Identified City Projects

CIP Term	Master Plan Projects	Previously Identified City Projects	Total Projects
FY 2020-2025	\$ 19.0M	\$ 8.2M	\$ 27.2M
FY 2025-2030	\$ 37.4M	\$ 21.1M	\$ 58.5M
Total 10-Yr CIP Costs	\$ 56.4M	\$ 29.3M	\$ 85.7M

From the completed Master Plan, the Wastewater Division will be able to strategically plan for improvements to the facilities over the next 20 years to continue serving reliably and stay in compliance with current and new regulations. The Plan will also inform the Division's future financial planning and budgetary decisions such as pursuing grant opportunities for infrastructure projects and cost-sharing opportunities with private developers.

Staff recommends that the City Council receive an update on the Draft Wastewater Facilities Master Plan and provide input.

STRATEGIC PLAN:

This project is consistent with the Strategic Plan Goal 3.D.3, Infrastructure and Environment, Wastewater and Water Master Plans.

FINANCIAL IMPACT:

There are no financial impacts associated with reviewing the Master Plan. This is an informational item only.

ALTERNATIVES:

None

ATTACHMENTS:

1. Wastewater Treatment Facility Location Map
2. Collection System Pump Stations Location Map
3. Draft Capital Improvement Plan Table

cc: City Attorney



LEGEND

(1) Influent Pump Station*	(8) Blower Building and RAS/WAS Pump Station	(15) Solids Dewatering Building
(2) Preaeration Tanks	(9) Secondary Clarifiers	(16) Energy Recovery Building
(3) Primary Sedimentation Tanks	(10) Effluent Pump Station and Electrical Building	(17) Waste Gas Burner
(4) Blower and Primary Sludge Pump Rooms	(11) Gravity Thickeners	(18) Soil Scrubber Bed
(5) Recycle Pump Station and Electrical Building	(12) Thickener Equipment Building*	(19) Odor Control Facilities
(6) Roughing Filters	(13) Anaerobic Digesters	(20) Main Switchgear Building
(7) Aeration Basins	(14) Digester Control Building	

NOTE:

* Indicates visual condition assessment only.





City of Watsonville
Wastewater Facilities Master Plan
CAPITAL IMPROVEMENT PLAN SUMMARY

ATTACHMENT B

Proposed Improvement	Studies Cost	Total Project Cost w/o Studies ^{(a)(2)(3)} (\$)	CIP Phasing by Fiscal Year (\$)										10-Yr CIP Total	
			Near-Term					Mid-Term						
			CIP Yr 0-1	CIP Yr 1-2	CIP Yr 2-3	CIP Yr 3-4	CIP Yr 4-5	CIP Yr 5-6	CIP Yr 6-7	CIP Yr 7-8	CIP Yr 8-9	CIP Yr 9-10		
			2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030		
Miscellaneous Structural Repairs (Pipe Lateral Bracing and Supports, Anchor Bolts, Straps, Bottom Plate Repair)	\$ -	\$ 884,000	\$ 142,000	\$ 163,000	\$ -	\$ 579,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 884,000	
S-1 Pre-Aeration Grit Removal Tanks Misc. Structural Repairs	\$ -	\$ 144,000				\$ 144,000							\$ 144,000	
S-2 Trickling Filters and Recycle PS Misc. Structural Repairs (Pad, MCC/Blower Bldg)	\$ -	\$ 76,000				\$ 76,000							\$ 76,000	
S-3 Aeration Basins and Blower RAS/WAS PS Building Misc. Structural Repairs	\$ -	\$ 337,000				\$ 337,000							\$ 337,000	
S-4 Effluent Pump Station - Pump Pad and MCC Building Misc. Structural Repairs	\$ -	\$ 22,000				\$ 22,000							\$ 22,000	
S-5 Gravity Thickeners and Pump Room Misc. Structural Repairs	\$ -	\$ 142,000	\$ 142,000										\$ 142,000	
S-6 Digesters 1-2 Misc. Structural Repairs	\$ -	\$ 163,000			\$ 163,000								\$ 163,000	
Miscellaneous Metallic and Concrete Coatings (Equipment, Skids, Piping, Anchors)	\$ -	\$ 201,000	\$ -	\$ 27,000	\$ -	\$ 174,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 201,000	
MC-1 Pre-Aeration Grit Removal Tanks	\$ -	\$ 66,000				\$ 66,000							\$ 66,000	
MC-2 Effluent Pump Station - Pump Pad and MCC Building	\$ -	\$ 11,000				\$ 11,000							\$ 11,000	
MC-3 Solids Dewatering Building	\$ -	\$ 48,000				\$ 48,000							\$ 48,000	
MC-4 Pre-Aeration Grit Removal Area Equipment Coating	\$ -	\$ 35,000				\$ 35,000							\$ 35,000	
MC-5 Primary Sludge Pumps 1-6	\$ -	\$ 14,000				\$ 14,000							\$ 14,000	
MC-6 Digester Control Building Miscellaneous Pumps and Piping Coatings	\$ -	\$ 27,000		\$ 27,000									\$ 27,000	
Repair and Coating Projects	\$ -	\$ 977,000	\$ -	\$ 587,000	\$ -	\$ 390,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 977,000	
CT-1 Pre-Aeration Grit Removal Tanks (Repair)	\$ -	\$ 44,000				\$ 44,000							\$ 44,000	
CT-1A Pre-Aeration Channel Coating (Repair - Pulled out of Headworks)	\$ -	\$ 337,000				\$ 337,000							\$ 337,000	
CT-2 Aeration Basins and Blower RAS/WAS PS Building (Repair)	\$ -	\$ 9,000				\$ 9,000							\$ 9,000	
CT-3 Secondary Clarifiers 1-3 (Inspection and Testing)	\$ -												\$ -	
CT-4 Gravity Thickeners Coating of Exposed Channel and Pump Room Repair	\$ -	\$ 543,000	\$ -	\$ 543,000									\$ 543,000	
CT-5 Energy Recovery Building Equipment Pad and Floor Concrete Repair	\$ -	\$ 44,000		\$ 44,000									\$ 44,000	
Tier 2 Detailed Seismic Analysis and Geotechnical Investigation for Seismic Retrofit Design (Soil Resistance, Liquefaction Hazard)	\$ 484,550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
T-1 Pre-Aeration Grit Removal Tanks Tier 2 Seismic and Geotechnical Investigation	\$ 44,000	\$ -											\$ -	
T-2 Primary Sedimentation Tanks 1-6 Tier 2 Seismic and Geotechnical Investigation	\$ 49,500	\$ -											\$ -	
T-3 Trickling Filters 1-2 Tier 2 Seismic and Geotechnical Investigation	\$ 100,000	\$ -											\$ -	
T-4 Aeration Basins and Blower RAS/WAS PS Tier 2 Seismic and Geotech Investigation	\$ 41,000	\$ -											\$ -	
T-5 Secondary Clarifiers 1-3 Tier 2 Seismic and Geotechnical Investigation	\$ 38,000	\$ -											\$ -	
T-6 Gravity Thickeners and Pump Room Tier 2 Seismic and Geotechnical Investigation	\$ 79,000	\$ -											\$ -	
T-7 Digesters 1-2 and Digester Ctrl Bldg Tier 2 Seismic and Geotechnical Investigation	\$ 44,050	\$ -											\$ -	
T-8 Solids Dewatering Building Tier 2 Seismic and Geotechnical Investigation	\$ 47,000	\$ -											\$ -	
T-9 Energy Recovery Building Tier 2 Seismic and Geotechnical Investigation	\$ 42,000	\$ -											\$ -	
Pre-Aeration and Primary Sedimentation Tanks Improvements	\$ -	\$ 1,085,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
SR-1 Pre-Aeration Grit Removal Tanks Seismic Retrofit Design and Construction	\$ -	\$ 434,000												
SR-2 Primary Sedimentation Tanks 1-6 Seismic Retrofit Design and Construction	\$ -	\$ 651,000												
Miscellaneous Odor Control Improvements	\$ -	\$ 947,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 684,000	
OC-1 Pre-Aeration / Grit Removal Tanks Odor Control Fans Replacement	\$ -	\$ 46,000											\$ 46,000	
OC-2 Soil Scrubber Bed Media Replacement	\$ -	\$ 684,000											\$ 684,000	
OC-3 Soil Scrubber Bed Seismic Retrofit Design and Construction	\$ -	\$ 217,000											\$ -	
Supply and Exhaust Fans Repair and Replacement	\$ -	\$ 631,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 94,000	
F-1 Pre-Aeration Area Exhaust Fans Replacement	\$ -	\$ 46,000											\$ 46,000	
F-2 Blower RAS/WAS Building Exhaust Fan Replacement	\$ -	\$ 80,000											\$ 80,000	
F-3 RAS/WAS Pump Station Exhaust Fan Replacement	\$ -	\$ 48,000											\$ 48,000	
F-4 Solids Dewatering Exhaust Fan Repair	\$ -	\$ 11,000											\$ 11,000	
F-5 Primary Sedimentation Tanks Odor Control Fans Repair	\$ -	\$ 11,000											\$ 11,000	
F-6 Primary Sludge Pump Rooms No. 1 and 2 Supply & Exhaust Fans	\$ -	\$ 72,000											\$ 72,000	
F-7 Primary Sludge Pump Room No. 3 and Tunnel Supply and Exhaust Fans	\$ -	\$ 48,000											\$ 48,000	
F-8 Intermediate Sludge Pump Station Supply Fans	\$ -	\$ 48,000											\$ 48,000	
F-9 Gravity Thickener Pump Room Supply Fans	\$ -	\$ 57,000											\$ 57,000	
F-10 Digester Control Building Gas Compressor Room Supply Fans	\$ -	\$ 50,000											\$ 50,000	
F-11 Energy Recovery Building Gas Booster Room Supply Fans	\$ -	\$ 50,000											\$ 50,000	
F-12 Energy Recovery Building Heat Recovery Room Supply Fans	\$ -	\$ 74,000											\$ 74,000	
F-13 Underground Tunnel - Digester Ctrl Bldg to Energy Recovery Bldg Exhaust Fans	\$ -	\$ 20,000											\$ 20,000	
F-14 Underground Tunnel - Energy Recov Bldg to Solids Dewatering Bldg Exhaust Fans	\$ -	\$ 16,000											\$ 16,000	
Secondary Treatment Process Area Improvements	\$ 200,000	\$ 17,271,000	\$ -	\$ -	\$ -	\$ -	\$ 98,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 14,598,000	
TF-1 Trickling Filter Arm Replace Bearing	\$ -	\$ 11,000					\$ 11,000						\$ 11,000	
TF-2 Trickling Filter Outdoor Lighting and Receptacles Replacement	\$ -	\$ 87,000					\$ 87,000						\$ 87,000	
TF-3 Secondary Treatment Capacity and Aeration Basin Optimization (Study)	\$ 200,000	\$ -											\$ 200,000	



City of Watsonville
Wastewater Facilities Master Plan
CAPITAL IMPROVEMENT PLAN SUMMARY

ATTACHMENT B

Proposed Improvement	Studies Cost	Total Project Cost w/o Studies ⁽¹⁾⁽²⁾⁽³⁾ (\$)	CIP Phasing by Fiscal Year (\$)										10-Yr CIP Total	
			Near-Term					Mid-Term						
			CIP Yr 0-1	CIP Yr 1-2	CIP Yr 2-3	CIP Yr 3-4	CIP Yr 4-5	CIP Yr 5-6	CIP Yr 6-7	CIP Yr 7-8	CIP Yr 8-9	CIP Yr 9-10		
			2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030		
TF-4	Aeration Basins and Blower RAS/WAS PS Seismic Retrofit Design and Construction	\$ -	\$ 478,000										\$ -	
TF-5	Secondary Clarifiers 1-3 Seismic Retrofit Design and Construction	\$ -	\$ 1,085,000										\$ -	
TF-6	Trickling Filters 1-2 Seismic Retrofit or Aeration Basins Process Improvements	\$ -	\$ 4,991,000										\$ 4,991,000	
TF-7	Trickling Filter Media Replacement or Aeration Basin Improvements	\$ -	\$ 3,972,000										\$ 3,972,000	
TF-8	Trickling Filter Arm Replacement or Aeration Basin Improvements	\$ -	\$ 2,127,000										\$ 2,127,000	
TF-9	Trickling Filter Blower Replacement or Aeration Basin Improvements	\$ -	\$ 868,000										\$ 868,000	
TF-10	Aeration Basin Centrifugal Blowers and Diffusers Replacement	\$ -	\$ 1,194,000										\$ 1,194,000	
TF-11	Aeration Basin Blower Building MCC & SCADA Panel Replacement (w/ new blower)	\$ -	\$ 1,446,000										\$ 1,446,000	
TF-12	Trickling Filters Recycle PS MCC Replacement (If Trickling Filters Remain)	\$ -	\$ 1,012,000										\$ -	
Digesters 1-2 and Digester Control Building Improvements		\$ 150,000	\$ 19,575,000	\$ 769,000	\$ 1,404,000	\$ -	\$ 109,000	\$ 142,000	\$ 5,788,000	\$ 24,000	\$ 1,377,000	\$ -	\$ 1,691,000	
DG-1	Digester No. 2 Cover Exterior Crack Repair	\$ -	\$ 96,000	\$ 96,000									\$ 96,000	
DG-2	Digester No. 2 Cover Interior Inspection and Testing (Study)	\$ 50,000	\$ -										\$ -	
DG-3	Digester No. 2 Cover and Wall Interior Crack Repair and Lining	\$ -	\$ 1,101,000						\$ 1,101,000				\$ 1,101,000	
DG-3A	Digester No. 2 Mixing Nozzles	\$ -	\$ 520,000						\$ 520,000				\$ 520,000	
DG-4	Digester No. 1 Cover Exterior Crack Repair	\$ -	\$ 22,000	\$ 22,000									\$ 22,000	
DG-5	Digester No. 1 Cover Interior Inspection and Testing (Study)	\$ 50,000	\$ -										\$ -	
DG-6	Digester No. 1 Cover and Wall Interior Crack Repair and Lining	\$ -	\$ 1,020,000										\$ 1,020,000	
DG-7	Digester Control Building Equipment Pad Concrete Repair	\$ -	\$ 15,000		\$ 15,000								\$ 15,000	
DG-8	Digester No. 1 Seismic Retrofit Design and Construction	\$ -	\$ 434,000										\$ -	
DG-9	Digester Control Building Seismic Retrofit Design and Construction	\$ -	\$ 239,000										\$ 239,000	
DG-10	FOG Truck Offload Pump Replacement	\$ -	\$ 261,000						\$ 261,000				\$ 261,000	
DG-11	Digester No. 2 Mixing Pump Relocation or Motor Replacement	\$ -	\$ 87,000		\$ 87,000								\$ 87,000	
DG-12	Solids Thickening Improvements Study	\$ 50,000	\$ -										\$ -	
DG-13	Digester No. 1 Sludge Mixing System Replacement & Connect to Existing FOG	\$ -	\$ 1,302,000		\$ 1,302,000								\$ 1,302,000	
DG-14	New FOG Receiving Station	\$ -	\$ 1,691,000										\$ 1,691,000	
DG-15	New Chemical System for Solids Thickening Improvements	\$ -	\$ 651,000	\$ 651,000									\$ 651,000	
DG-16	New Thickening Facility (with new FOG Receiving Station)	\$ -	\$ 3,906,000						\$ 3,906,000				\$ 3,906,000	
DG-17	Standby Boilers 1 and 2 Improvements/Maintenance	\$ -	\$ 109,000				\$ 109,000						\$ 109,000	
DG-18	Digester Gas Conditioning System (With Cogen Replacement)	\$ -	\$ 4,549,000										\$ -	
DG-19	Replace Belt Press Feed Pump No. 1	\$ -	\$ 142,000					\$ 142,000					\$ 142,000	
DG-20	Replace Belt Press Feed Pump No. 2	\$ -	\$ 142,000								\$ 142,000		\$ 142,000	
DG-21	Digester Control Building MCC and PLC/Scada Replacement	\$ -	\$ 3,288,000										\$ -	
Site Electrical and Electrical Building Improvements		\$ 50,000	\$ 17,557,000	\$ 50,000	\$ 1,121,000	\$ 10,139,000	\$ 44,000	\$ -	\$ -	\$ 2,963,000	\$ -	\$ -	\$ 14,317,000	
E-1	Plant Electrical Load Analysis (Study)	\$ 50,000	\$ -	\$ 50,000									\$ 50,000	
E-2	Main Switchgear Building Improvements	\$ -	\$ 5,957,000		\$ 596,000	\$ 5,361,000							\$ 5,957,000	
E-3	Main Plant Switchgear Building Floodproofing	\$ -	\$ 61,000		\$ 61,000								\$ 61,000	
E-4	Energy Recovery Building New Standby Generator and EIC Improvements	\$ -	\$ 4,178,000		\$ 418,000	\$ 3,760,000							\$ 4,178,000	
E-5	Energy Recovery Building Floodproofing	\$ -	\$ 1,064,000		\$ 107,000	\$ 957,000							\$ 1,064,000	
E-6	Energy Recovery Building Seismic Retrofit Design and Construction	\$ -	\$ 369,000										\$ -	
E-7	Replace Energy Recovery Building Condensate Tank and Appurtenances	\$ -	\$ 44,000				\$ 44,000						\$ 44,000	
E-8	Primary Sedimentation Tanks Electrical Improvements (w/ Headworks/IPS Proj)	\$ -	\$ 517,000						\$ 517,000				\$ 517,000	
E-9	Gravity Thickeners Pump Room Electrical Improvements (w/ Headworks/IPS Proj)	\$ -	\$ 2,446,000						\$ 2,446,000				\$ 2,446,000	
E-10	Effluent Pump Station Electrical Improvements	\$ -	\$ 2,921,000										\$ -	
Gravity Thickeners and Pump/MCC Room Improvements		\$ -	\$ 3,328,000	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,633,000	\$ -	\$ -	
GT-1	Miscellaneous Thickener Pump/MCC Room, Wall and Drain Repairs	\$ -	\$ 44,000	\$ 44,000									\$ 44,000	
GT-2	Gravity Thickeners and Pump Room Seismic Retrofit Design and Construction	\$ -	\$ 651,000										\$ -	
GT-3	Gravity Thickeners 1-2 Drives, Wells, and Arm Assemblies Replacement	\$ -	\$ 1,765,000										\$ 1,765,000	
GT-4	Thickened Sludge Pumps 1-3 Replacement (w/ Headworks/IPS Project)	\$ -	\$ 868,000										\$ 868,000	
Solids Dewatering Building Improvements		\$ 150,000	\$ 217,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 172,000	\$ 195,000	\$ -	
SD-1	Evaluate Solids Dewatering Technologies and Biosolids Management (Study)	\$ 150,000	\$ -										\$ 150,000	
SD-2	Solids Dewatering Building Seismic Retrofit Design and Construction	\$ -	\$ 217,000										\$ 217,000	
Collection System Pump Station Improvements		\$ 40,000	\$ 9,022,000	\$ 192,000	\$ 1,026,000	\$ -	\$ 375,000	\$ 500,000	\$ 290,000	\$ 3,552,000	\$ 172,000	\$ 2,129,000	\$ 826,000	
CSPS-1	Survey PS 1, 2, 3, 4, 9, 10, 12, and 17	\$ -	\$ 8,000	\$ 8,000									\$ 8,000	
CSPS-2	Eliminate MH upstream of PS 13	\$ -											\$ -	
CSPS-3	Replace PS 10 - Miles Lane	\$ 40,000	\$ 1,140,000	\$ 154,000	\$ 1,026,000								\$ 1,180,000	
CSPS-4	Lining Project - PS 3, 14 and 9, 17 depending on cost	\$ -	\$ 500,000					\$ 500,000					\$ 500,000	
CSPS-5	PS 12 & 15 New Gorman Rupp pumps	\$ -	\$ 30,000	\$ 30,000									\$ 30,000	
CSPS-6	Add VFDs at PS 16	\$ -	\$ 55,000				\$ 55,000						\$ 55,000	
CSPS-7	Control PLC/SCADA upgrade PS 3, 9, 12, 14, 15, 16, 17	\$ -	\$ 320,000				\$ 320,000						\$ 320,000	
CSPS-8	Replace PS 1 - Pajaro Dunes Master Station	\$ -	\$ 1,715,000						\$ 172,000	\$ 1,543,000			\$ 1,715,000	



City of Watsonville
Wastewater Facilities Master Plan
CAPITAL IMPROVEMENT PLAN SUMMARY

ATTACHMENT B

Proposed Improvement	Studies Cost	Total Project Cost w/o Studies ⁽¹⁾⁽²⁾⁽³⁾ (\$)	CIP Phasing by Fiscal Year (\$)										10-Yr CIP Total	
			Near-Term					Mid-Term						
			CIP Yr 0-1	CIP Yr 1-2	CIP Yr 2-3	CIP Yr 3-4	CIP Yr 4-5	CIP Yr 5-6	CIP Yr 6-7	CIP Yr 7-8	CIP Yr 8-9	CIP Yr 9-10		
			2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030		
CSPS-9	Upgrade PS 2 - Sanderling Circle (pump, VFD, control, floodproof, lining, generator)	\$ -	\$ 1,172,000					\$ 118,000	\$ 1,054,000				\$ 1,172,000	
CSPS-10	Upgrade PS 4 - Pajaro Dunes N. (pump, VFD, control, floodproof, lining, generator)	\$ -	\$ 955,000					\$ 955,000					\$ 955,000	
CSPS-11	Replace PS 13 - Oakridge	\$ -	\$ 1,715,000							\$ 172,000	\$ 1,543,000		\$ 1,715,000	
CSPS-12	Replace PS 12 - Marigold Meadows	\$ -	\$ 586,000								\$ 586,000		\$ 586,000	
CSPS-13	Replace PS 15 - North Main	\$ -	\$ 478,000									\$ 478,000	\$ 478,000	
CSPS-14	Upgrade PS 14 - Madonna Vista (new pumps, generator, controls)	\$ -	\$ 348,000									\$ 348,000	\$ 348,000	
Existing Sewer Fund CIP Projects		\$ -	\$ 29,317,500	\$ 1,818,000	\$ 1,664,500	\$ 1,625,000	\$ 2,550,000	\$ 550,000	\$ 3,400,000	\$ 7,100,000	\$ 6,850,000	\$ 3,060,000	\$ 700,000	\$ 29,317,500
SF-1	Replace Citywide Phone System	\$ -	\$ 17,000	\$ 17,000										\$ 17,000
SF-2	Citywide IT Equipment	\$ -	\$ 76,000	\$ 26,000	\$ 25,000	\$ 25,000								\$ 76,000
SF-3	Network Security Assessment	\$ -	\$ -											\$ -
SF-4	New Carpets at City Hall	\$ -	\$ -											\$ -
SF-5	Clean Ductwork - City Hall	\$ -	\$ -											\$ -
SF-6	Interior Painting - City Hall	\$ -	\$ -											\$ -
SF-7	Parking Lot Repairs - City Hall	\$ -	\$ -											\$ -
SF-8	WWTP Infrastructure Repairs/Replacement	\$ -	\$ 4,250,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 4,250,000	
SF-9	Storm Sewer Infrastructure Repairs	\$ -	\$ 960,000	\$ 60,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 960,000	
SF-10	Sanitary Sewer Main Replacement	\$ -	\$ 1,000,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000	
SF-11	Mañana Lane SS Replacement	\$ -	\$ -											\$ -
SF-12	Longview Sewer Abandonment	\$ -	\$ -											\$ -
SF-13	3 Sanitary Sewer Projects(Nona, Progress, O'Reilly)	\$ -	\$ -											\$ -
SF-14	Madison Alley Sewer Replacement	\$ -	\$ -											\$ -
SF-15	Atkinson Freedom Sydney and Jehl Storm Sewer Install and Upgrade	\$ -	\$ -			Carry Over								\$ -
SF-16	Roache Road Sanitary Sewer Replacement	\$ -	\$ -											\$ -
SF-17	Freedom Blvd - Sewer Replacement - Alta Vista to Green Valley	\$ -	\$ 1,000,000	\$ 1,000,000										\$ 1,000,000
SF-18	Airport Freedom Sewer Trunk	\$ -	\$ -											\$ -
SF-19	Freedom at Airport Storm Drain Upsize	\$ -	\$ -											\$ -
SF-20	Manhole Lid Raising	\$ -	\$ 100,000	\$ 100,000										\$ 100,000
SF-21	Replace headworks diversion structure (and Influent PS, new Electrical Building)	\$ -	\$ 12,000,000						\$ 1,200,000	\$ 5,400,000	\$ 5,400,000			\$ 12,000,000
SF-22	Replace Vactor Series 2100 Sewer Cleaning Truck	\$ -	\$ 500,000				\$ 500,000							\$ 500,000
SF-23	Replace Laboratory 1996 Dodge 4 X 4 Truck	\$ -	\$ -											\$ -
SF-24	Collection Vehicles	\$ -	\$ 65,000	\$ 65,000										\$ 65,000
SF-25	Source Control Vehicles (2)	\$ -	\$ -											\$ -
SF-26	Clarifier and Thickener Drive Replacement	\$ -	\$ 350,000	Carry Over \$350,000	\$ 350,000									\$ 350,000
SF-27	GraniteNet Software & Services	\$ -	\$ 9,500		\$ 9,500									\$ 9,500
SF-28	Lee Road Storm Sewer Replacement	\$ -	\$ 550,000		\$ 550,000									\$ 550,000
SF-29	Blackburn/Center Street Sewer Installation	\$ -	\$ 1,000,000						\$ 1,000,000					\$ 1,000,000
SF-30	Sub Basin 7 Sanitary Sewer Infrastructure Repairs	\$ -	\$ 2,000,000				\$ 1,000,000		\$ 1,000,000					\$ 2,000,000
SF-31	Clifford Sewer Installation	\$ -	\$ 1,000,000											\$ 1,000,000
SF-32	Sub Basin 2 Sanitary Sewer Improvements	\$ -	\$ 750,000											\$ 750,000
SF-33	Cabrillo Shopping Center Sanitary Sewer Upgrade	\$ -	\$ 500,000					\$ 500,000						\$ 500,000
SF-34	West Beach at Rodriguez Sewer Replacement	\$ -	\$ 100,000		\$ 100,000									\$ 100,000
SF-35	West Beach / Union To Walker - MWH#14	\$ -	\$ 1,360,000											\$ 1,360,000
SF-36	PW Conservation Headquarters/Nature Center Building	\$ -	\$ 180,000	\$ 100,000	\$ 80,000									\$ 180,000
SF-37	Levee Embankment Stabilization Project (Includes Additional EIC Placeholder)	\$ -	\$ 1,550,000				\$ 550,000	\$ 1,000,000						\$ 1,550,000
New Sewer Fund CIP Projects		\$ -	\$ 1,080,000	\$ 380,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 380,000	
SF-38	WWTP Inventory Warehouse	\$ -	\$ 700,000											\$ -
SF-39	WWTP Effluent Outfall 42" Meter and Vault	\$ -	\$ 380,000	\$ 380,000										\$ 380,000
TOTAL 10-YR SEWER CIP		\$ 1,075,000	\$ 102,093,000	\$ 3,395,000	\$ 5,993,000	\$ 11,764,000	\$ 4,319,000	\$ 1,729,000	\$ 9,478,000	\$ 13,685,000	\$ 11,204,000	\$ 5,584,000	\$ 18,593,000	\$ 85,744,000

10-YR SEWER CIP SUMMARY: Master Plan Existing City Total			
Total Year 1-5 (7/1/2020 to 6/30/2025):	\$ 18,992,000	\$ 8,208,000	\$ 27,200,000
Total Year 6-10 (7/1/2025 to 6/30/2030):	\$ 37,434,000	\$ 21,110,000	\$ 58,544,000
Total Year 1-10 (7/1/2020 to 6/30/2030):	\$ 56,426,000	\$ 29,318,000	\$ 85,744,000

Notes:

- (1) Where applicable, total project costs include a 30% factor above construction costs for engineering, legal, admin, permitting, and construction management.
- (2) Where applicable, planning-level construction cost estimates include a 30% contingency of the direct cost, a 25% mark-up for contractor general conditions, overhead, and profit and a 50% of 9.25% markup for sales tax.
- (3) Where applicable, Total Project Cost Factor is 2.17 times the direct costs. No mark-up is applied to studies.



City of Watsonville Wastewater Master Plan Study Session

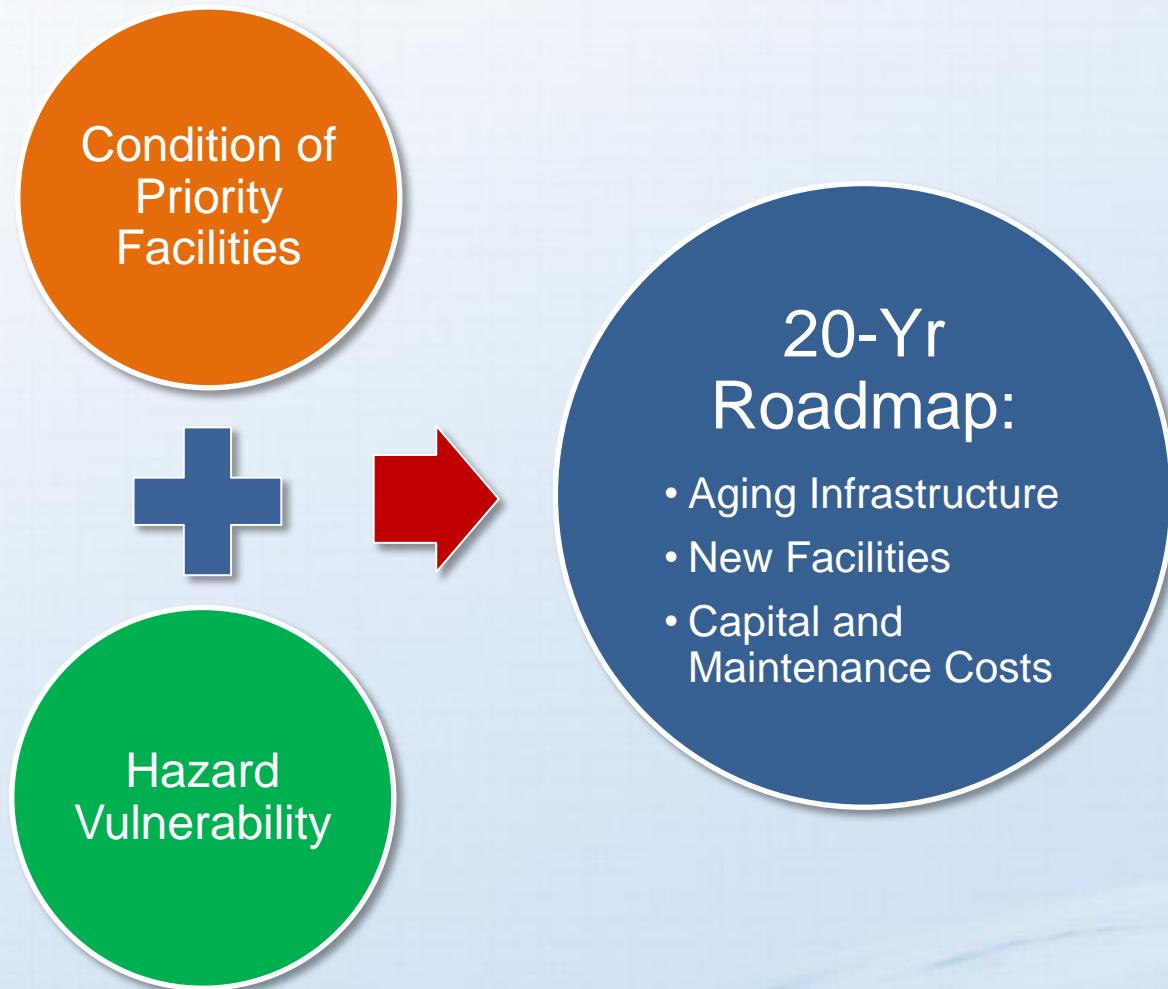
March 10, 2020



Project Timeline

- November 2018
 - Council identified as priority project and awarded contract to Carollo Engineers
- December 2018
 - Staff and Carollo began working on Master Plan (first comprehensive plan)
- March 2020
 - Master Plan analysis and Draft CIP complete
 - **Tonight's objective: Provide update on Master Plan and receive input from City Council**

Purpose of Master Plan



Capacity not analyzed as Staff believes WWTF has sufficient capacity to meet anticipated flows over next 20 years.

Treatment Facility Overview



LEGEND

① Influent Pump Station*	⑧ Blower Building and RAS/WAS Pump Station	⑯ Solids Dewatering Building
② Preaeration Tanks	⑨ Secondary Clarifiers	⑰ Energy Recovery Building
③ Primary Sedimentation Tanks	⑩ Effluent Pump Station and Electrical Building	⑯ Waste Gas Burner
④ Blower and Primary Sludge Pump Rooms	⑪ Gravity Thickeners	⑰ Soil Scrubber Bed
⑤ Recycle Pump Station and Electrical Building	⑫ Thickener Equipment Building*	⑯ Odor Control Facilities
⑥ Roughing Filters	⑬ Anaerobic Digesters	⑰ Main Switchgear Building
⑦ Aeration Basins	⑭ Digester Control Building	

NOTE:
* Indicates visual condition assessment only.

- City owned/operated
- Service area:
Watsonville & County Sanitation Districts:
 - Freedom (SC)
 - Salsipuedes (SC)
 - Pajaro (M)
- Population served:
60,000
- Rated capacity
10.3 mgd Avg Annual
- Current flow
5.3 mgd Avg Annual

Majority of liquid and solids treatment facilities evaluated.

Sewer Pump Stations Overview

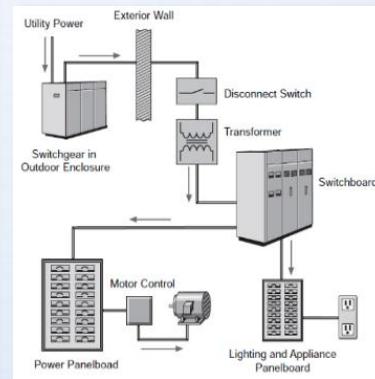


- City owned and operated
- 4 Coastal and 8 Inland PS Evaluated
- City staff conducted visual assessment
- Carollo evaluated project needs, priorities, timing, and costs

Condition Assessment and Hazard Vulnerability



Structural Assets



Power Distribution System



Mechanical Assets



SCADA and PLC Network System



Seismic Vulnerability



Flood Risk

Original Useful Life

Asset Category	Description ⁽¹⁾	Original Useful Life (Yrs)
Structural	Concrete Steel	Up to 50 - Depends on Rebar Up to 25 - Depends on Coating
Mechanical	Pumps – Wastewater	15
Electrical	Motor Control Centers	25

Notes:

(1) Adapted from the International Infrastructure Management Manual (IIMM) Edition 2006, USEPA guides, and Carollo experience.

Age of Plant Facilities:

- Most Structures: >35 Yrs
- Preaeration and Sedimentation Basins: >50 Yrs
- Aeration Basins, Blower/RAS-WAS Bldg: 23 Yrs

Age of Pump Stations:

- Most >35 Yrs
- PS 1 Pajaro Dunes Master: 55 Yrs

Key Findings

Structural Assessment Key Findings



Replace Anchor Bolts and Grout
(Recycle PS)



Repair Cracks/Spalling (Energy Recovery)



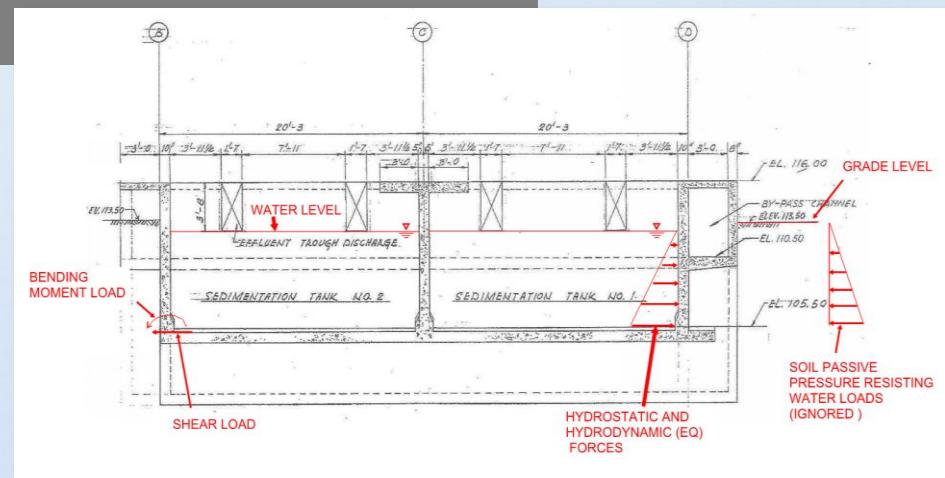
Repair Corrosion (Gravity Thickeners)

Seismic Assessment Key Findings



Limited Lateral Bracing (Gravity Thickeners)

Staff to evaluate
timing and prioritization
of seismic retrofits.



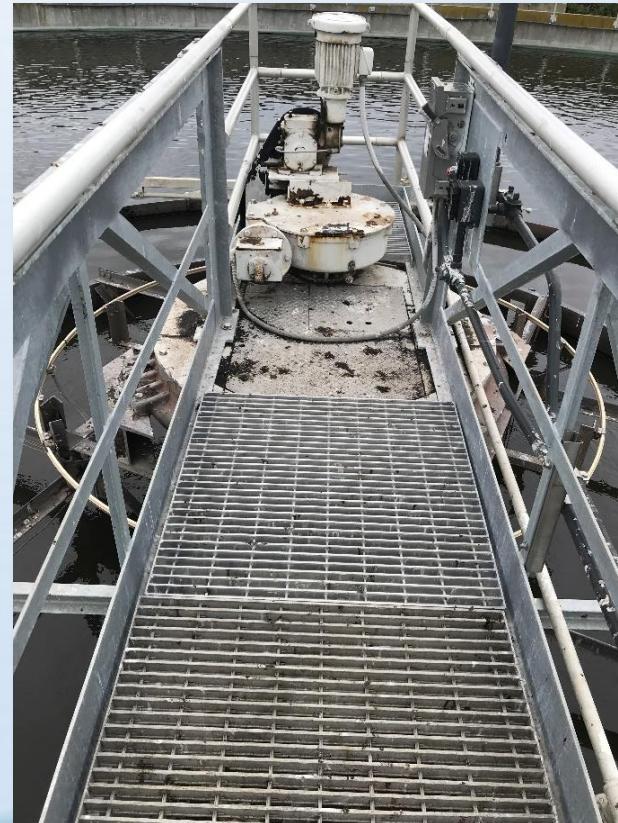
Majority of tanks and buildings' seismic vulnerability
can be mitigated through retrofit projects.

Mechanical Assessment Key Findings

City staff has been proactive in repairing and replacing equipment as-needed to prolong useful life.



Equipment rebuilt when needed



Planned improvement projects

Electrical and Instrumentation Key Findings

Majority of assets obsolete and near end of useful life.



Age and Obsolescence
(Replace Most MCCs)

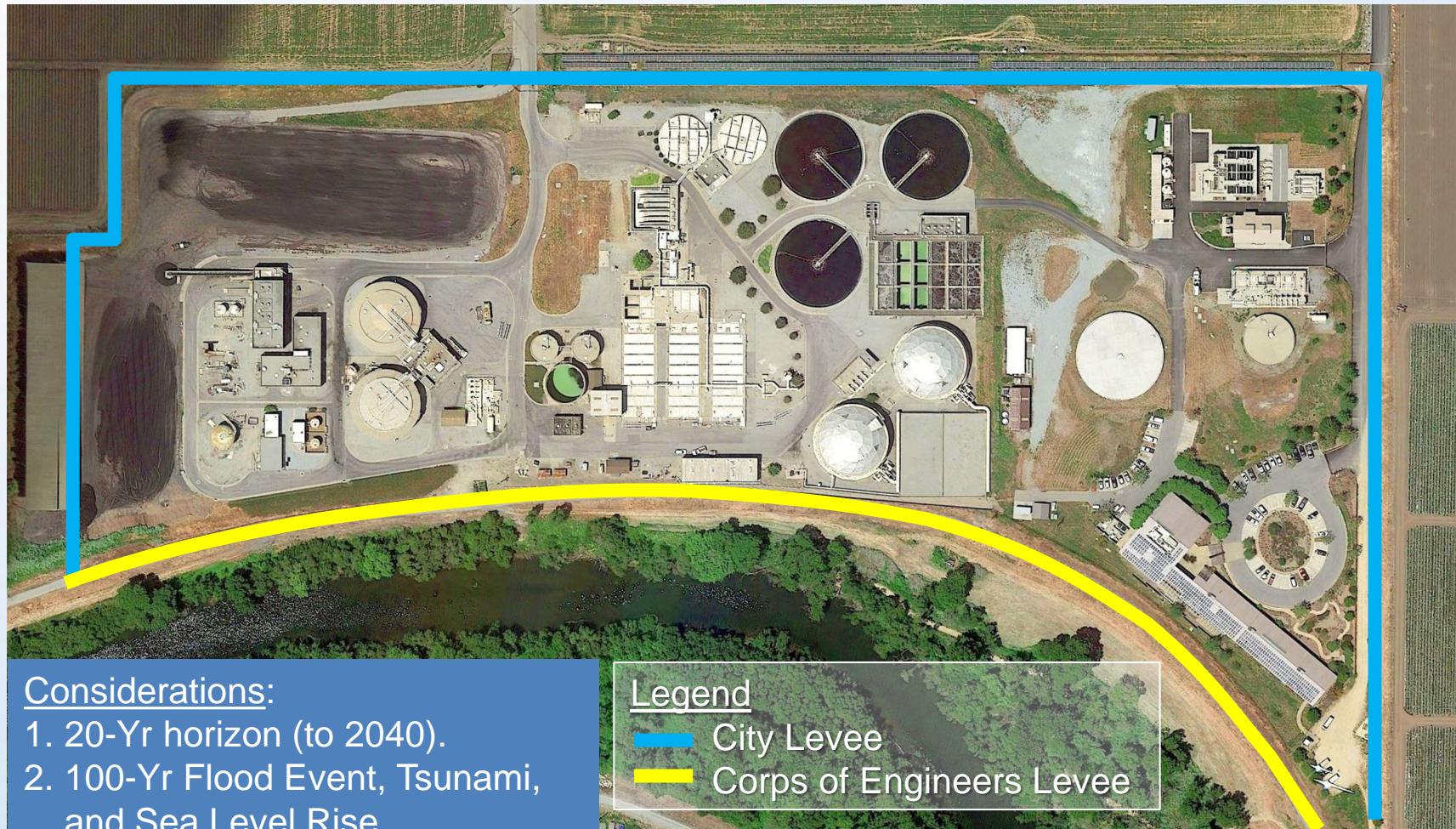


Relocation (Gravity Thickener Rm)



Corrosion

Flood Hazard Assessment



Considerations:

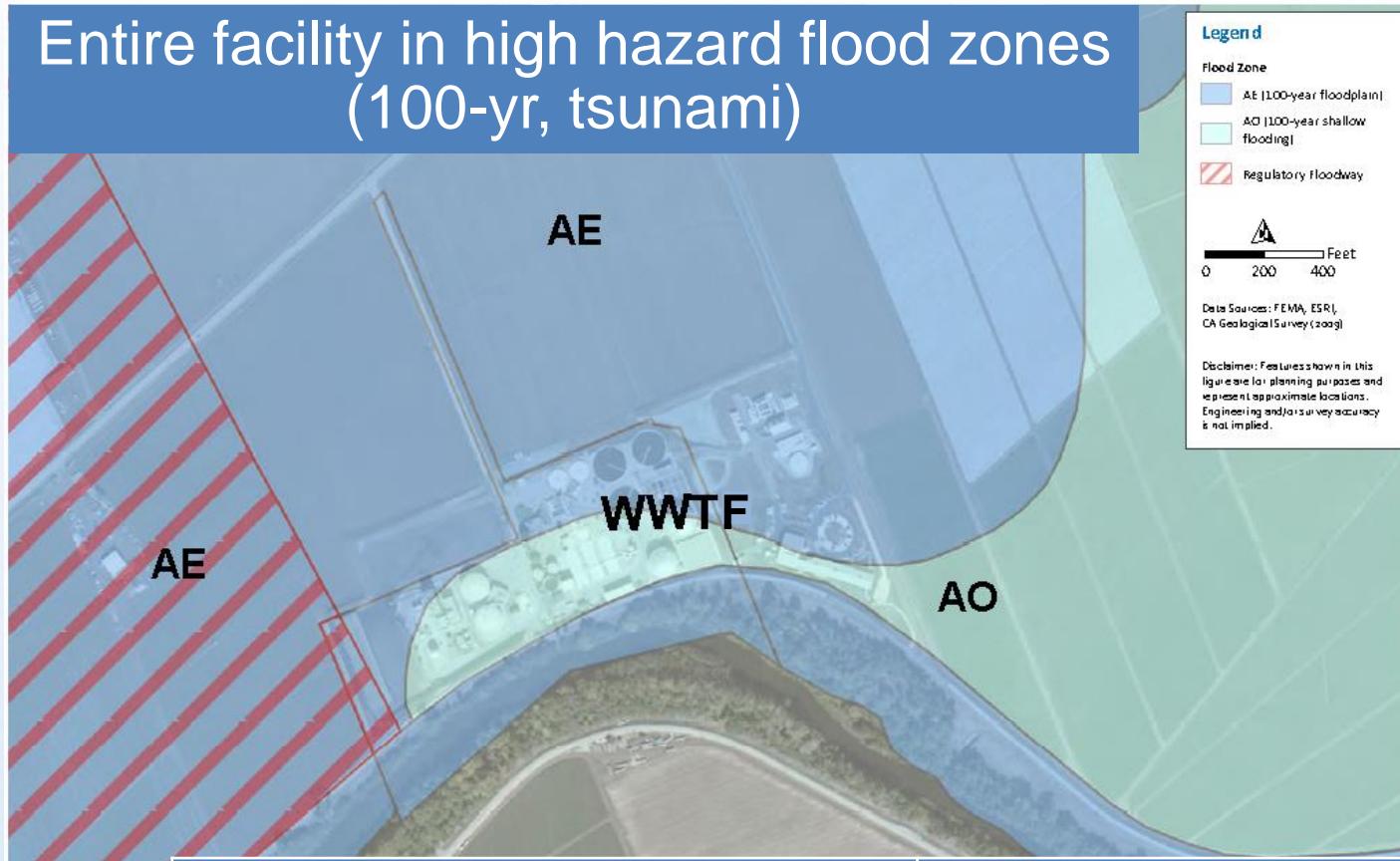
1. 20-Yr horizon (to 2040).
2. 100-Yr Flood Event, Tsunami, and Sea Level Rise.
3. Facilities prioritized by operational criticality.

Legend

- City Levee
- Corps of Engineers Levee

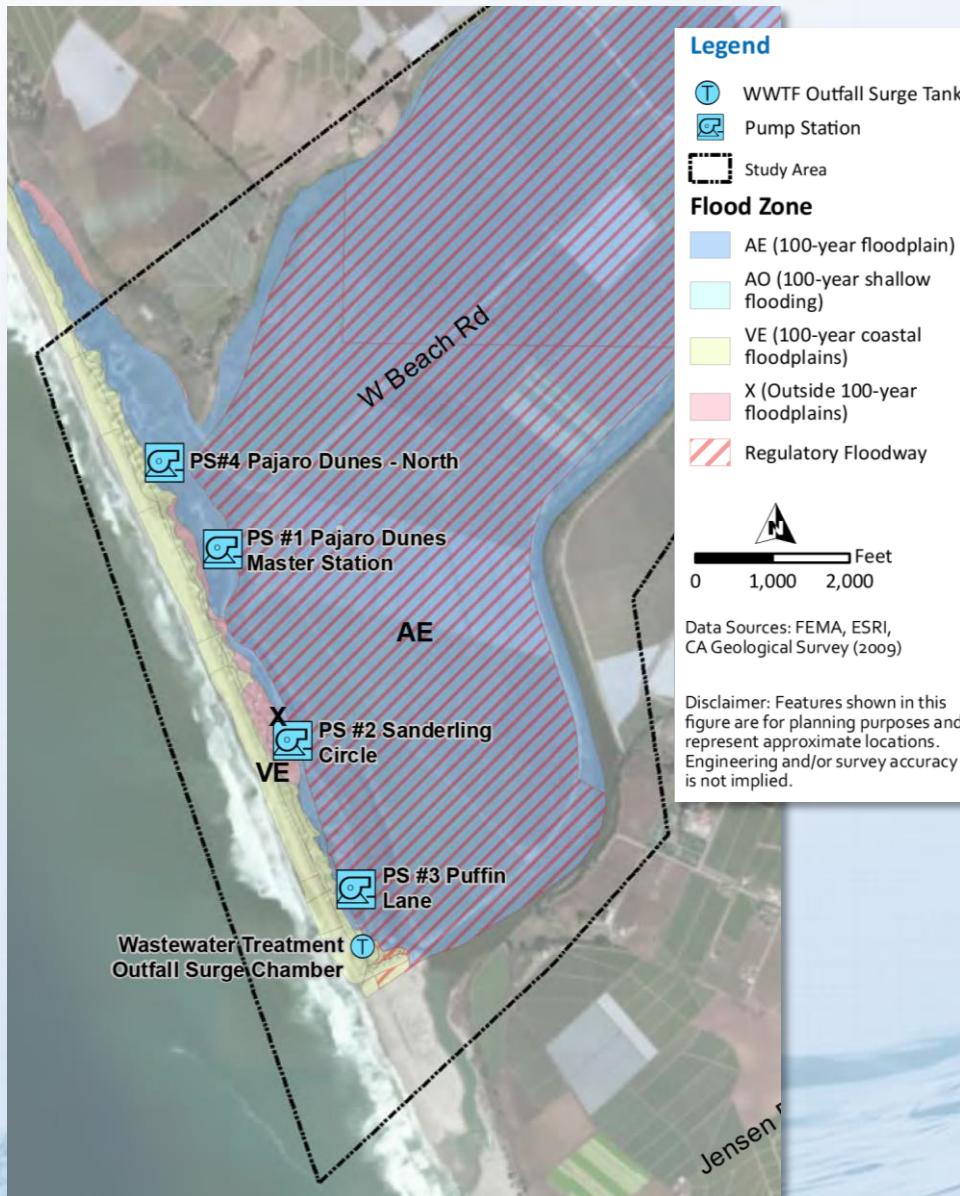
Treatment Facility Flood Assessment

Entire facility in high hazard flood zones
(100-yr, tsunami)



KEY FINDING	RECOMMENDATION
Prioritize improving levee reliability and level of protection.	Further analysis (geotechnical, survey, maintenance).
WWTF not flooded by projected SLR alone	Protect key assets.

Coastal Facilities Flood Assessment



Coastal facilities in high hazard flood zones (100-yr, tsunami)

KEY FINDING	RECOMMENDATION
<ul style="list-style-type: none">Existing Risk: Submerged by tsunami or 100-yr floodFuture Risk: SLR will exacerbate flood impact	Flood proof facilities and flood-resistant equipment upgrades.

Priority Projects

1. Main Switchgear and Standby Generators



\$12.9M Project
Proposed Construction 2022-24



Levee Stabilization Project



Standby Generators in
Energy Recovery Building



Main Switchgear Building and PG&E Transformer



Main Switchgear Recommendations

- Most critical part of electrical system at end of service life; needs replacement.
- Vulnerable to tsunami & 100-yr flood.
- Building & equipment replacement, \$6M.



Obsolete Equipment



Excessive Heating (ATS)



Significant Corrosion
(Transformer Busway)

Standby Generators Recommendations



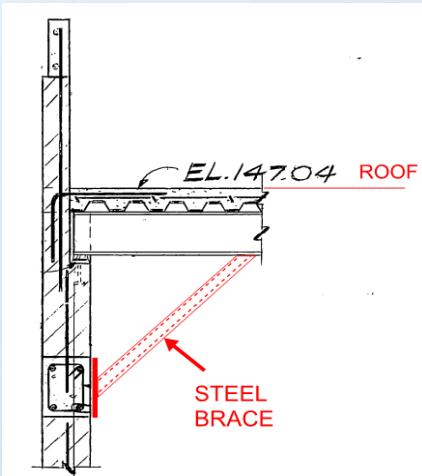
Antiquated Technology



Reliability Concerns



Potential Flood Risk



Seismic Concerns

- Failure = plant without standby power.
- Vulnerable to tsunami & 100-yr flood.
- Equipment replacement, \$4.2M
- Building flood hazard mitigation, \$1.1M.

Coordinate with Levee Stabilization Project

Proposed in 2022-24, \$1.6M
(Previously identified City project)

— Existing Underground
Electrical Service to
WWTP



PG&E Service Entrance Affected by Proposed Sheet Piles

2. Digesters, Digester Building and FOG

\$11.3M Project
Proposed Multi-Year Construction



Digesters 1 and 2

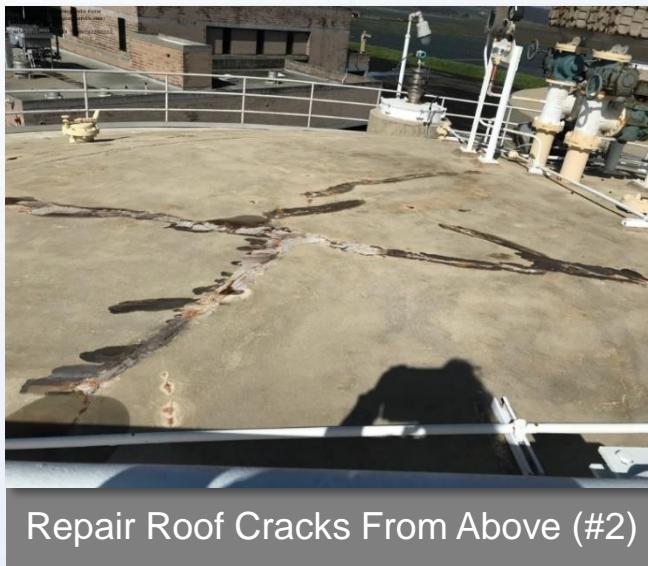


Fats, Oil and Grease (FOG) Station



Digester Control Building

Digesters 1 & 2 Recommendations



- Requires multi-step crack repair and lining.
- Proposed in 2020 and 2025/27, \$2.2M.



Control Building Area Recommendations

- Digester No. 1 Mixing Replacement, FY 2021-22, \$1.3M.
- Digester No. 2 Mixing Improvements, FY 2025-26, \$520K.
- Seismic retrofit project, FY 2026-28, \$240K.
- Miscellaneous equipment replacement, \$500K.



Fats, Oil, and Grease Recommendations

- Existing Receiving Station Improvements, \$910K
- New Receiving Station and Thickening, FY2025-30, \$5.6M



Existing FOG Receiving Station



Proposed 2nd FOG Receiving Station

3. Headworks and Influent Pump Station



Total Project \$12M
Proposed Construction 2026-28



Influent Pump Station



Headworks Screens and Electrical Building

Structural & Mechanical Recommendations



Significant Concrete Damage



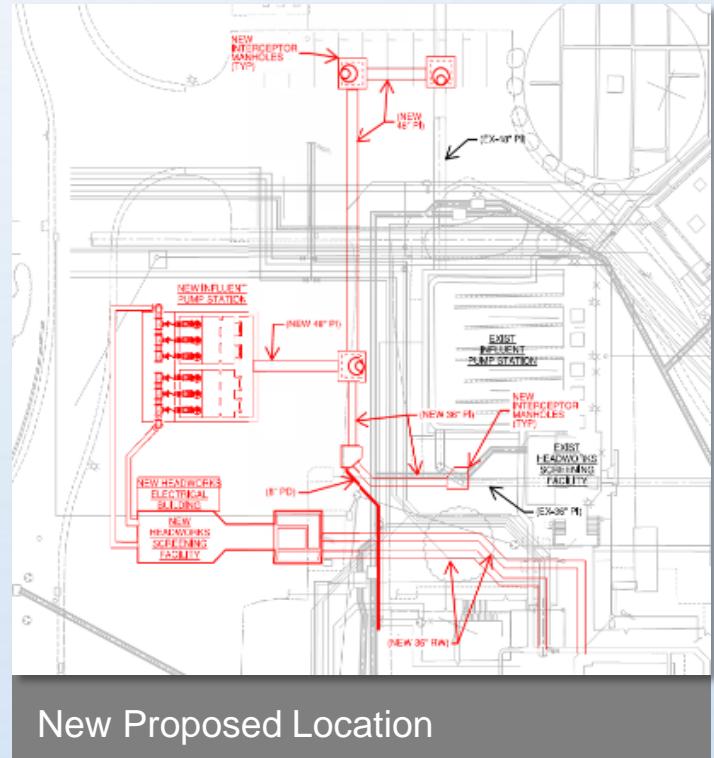
Aged Mechanical Equipment

- Facility approaching end of useful life.
- Replace Headworks and Influent PS (previously identified City project).

Electrical Recommendations



Space Constraints in Building



- Replace with new electrical building (previously identified City Project).

4. Secondary Treatment Process Upgrade



Total Project \$14.8M

Proposed Construction Start After 2030



Blower and
RAS/WAS
Building



Recycle PS



Trickling Filters



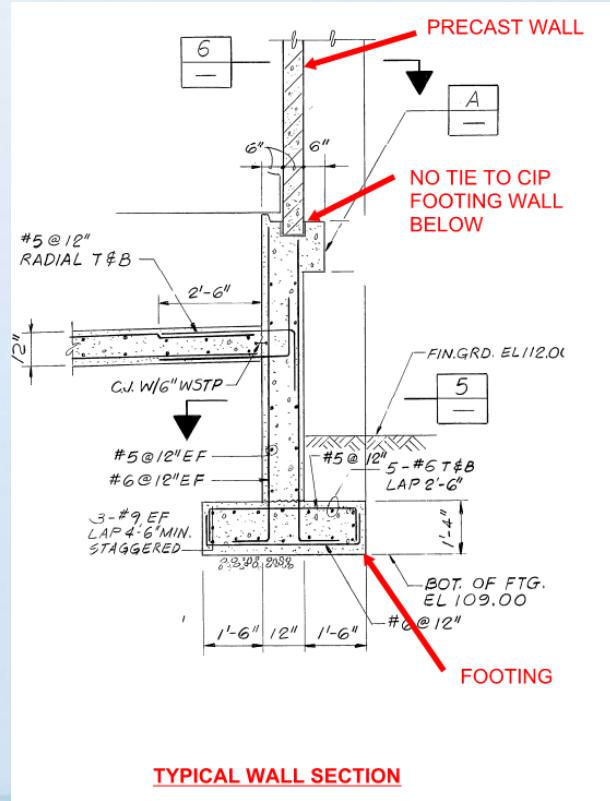
Aeration Basins

Trickling Filters

Seismic, Mechanical and Electrical upgrades needed in ~10 yrs due to age and obsolescence.



Mechanical arm replaced by Staff but media nearing end of useful life



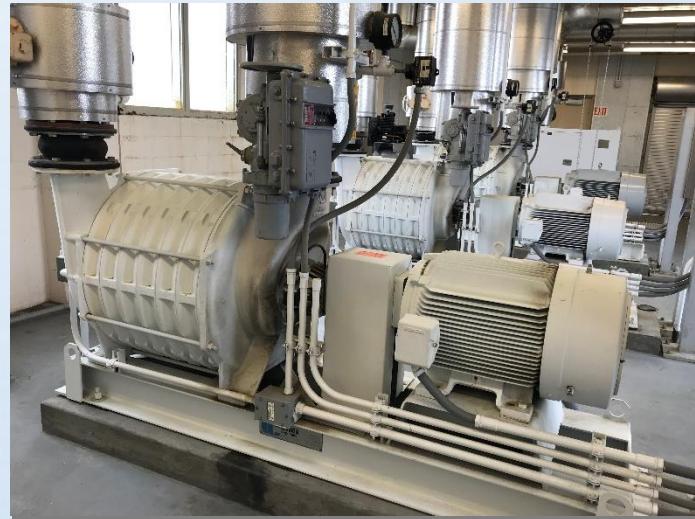
Significant seismic deficiencies may be difficult to retrofit

Aeration Basins and Blowers

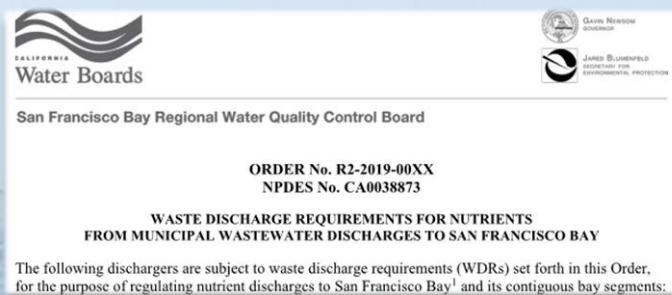
- Mechanical & Electrical upgrades needed in ~10 yrs due to age and obsolescence.
- Consider regulatory drivers with process upgrades.



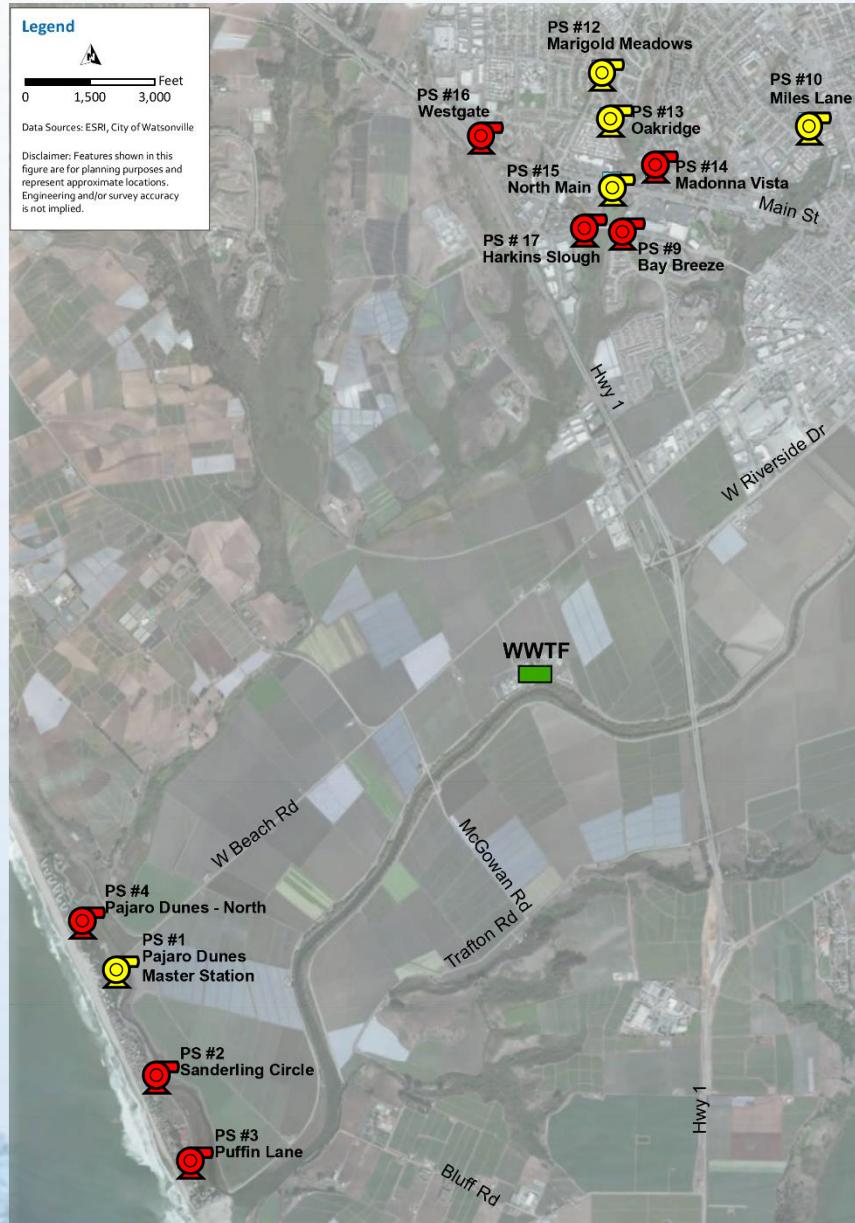
Update diffuser system for process efficiency.



Replace centrifugal blowers with high efficiency turbo blowers.



5. Sewer Pump Station Projects



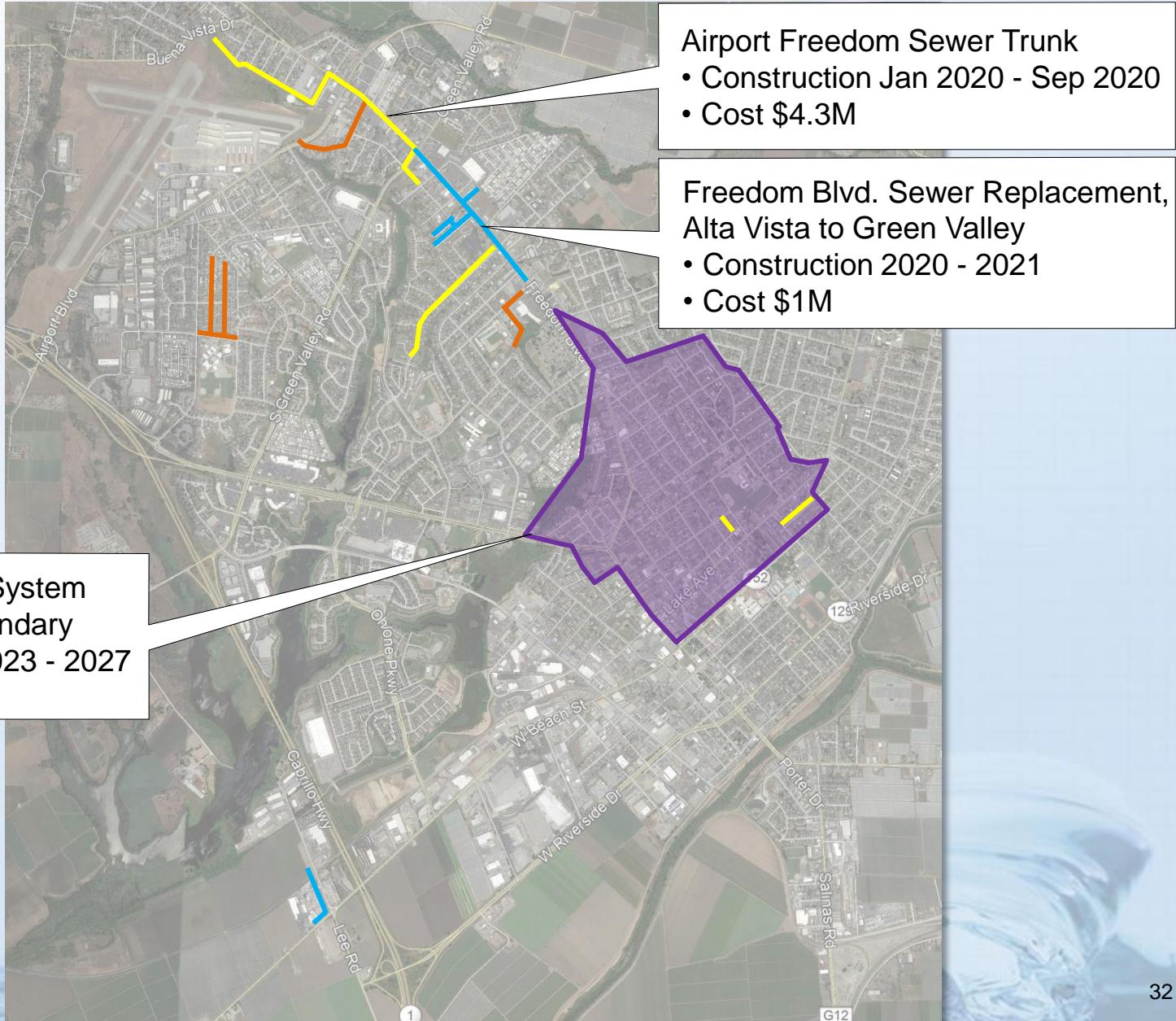
\$5.7M Replacement Recommended
(Wet Well, Pump, Electrical)



\$3.4M Maintenance Recommended
(Pump and Generator Replacement, New Controls, Wet Well Lining)



6. Priority Sewer Pipeline Projects



CIP Cost Development

Capital Improvements Process



20-Year CIP Costs

Project Description ¹	2020-25	2025-30	2030-40	Total Costs
WWTF Main Switchgear, Standby Generators and Plant Electrical System ²	\$ 12.9M	---	---	\$ 12.9M
WWTF Digesters and FOG Improvements Projects	\$ 2.4M	\$ 8.9M	---	\$ 11.3M
WWTF Headworks and Influent Pump Station	---	\$12.0M	---	\$ 12.0M
WWTF Secondary Treatment Process Improvements	---	---	\$ 14.8M	\$ 14.8M
Collection System Pump Station Improvements	\$ 2.1M	\$ 7.0M	---	\$ 9.1M
Remainder of Identified CIP Projects	\$ 9.8M	\$ 15.8M	\$25.6M	\$ 51.2M
Total 20-Yr CIP Costs ³	\$ 27.2M	\$ 43.7M	\$40.4M	\$111.3M

Notes:

1. Refer to Attachment B, Capital Improvement Plan Summary, for detailed breakdowns.
2. Includes Levee Embankment Stabilization Project.
3. Includes both Master Plan and previously identified City Projects.

20-Yr CIP Costs - Master Plan/Existing CIP

	2020-25	2025-30	2030-40	Total Costs
Master Plan Projects	\$ 19.0M	\$ 22.6M	\$40.4M	\$ 82.0M
Previously Identified City Projects	\$ 8.2M	\$ 21.1M	---	\$ 29.3M
Total 20-Yr CIP Costs	\$ 27.2M	\$ 43.7M	\$40.4M	\$111.3M

In Summary

- Completed Master Plan = strategically plan improvements next 20 years; serve reliably and meet regulatory needs.
- Balance between project prioritization and funding available – avoid emergency repair costs.
- Next steps:
 - Incorporate projects into 5-year rate study.
 - As development and land use changes are updated, reevaluate sewer pump station and pipeline project priorities.
 - Consider funding opportunities (grants, low interest loans).

Questions and Discussion





MINUTES REGULAR CITY COUNCIL MEETING

February 25, 2020

City of Watsonville
Council Chambers
275 Main Street, Top Floor

4:30 p.m.

1. ROLL CALL

Mayor García, Mayor Pro Tempore Coffman-Gomez and Council Members Estrada (arrived at 4:54 p.m.), Gonzalez, Hernandez (arrived at 4:54 p.m.), Hurst, and Parker were present.

2. INFORMATION ITEMS—Written Report(s) Only

2.A. REPORT OF DISBURSEMENTS

2.B. MISCELLANEOUS DOCUMENTS REPORT

2.C. WRITTEN REPORTS BY COUNCIL MEMBERS REGARDING ACTIONS TAKEN ON THEIR REGIONAL COMMISSIONS/BOARD MEETINGS THAT MAY AFFECT THE CITY OF WATSONVILLE (None)

3. INTRODUCTION OF NEW EMPLOYEES (If any)

3.A. Van Vradenburg, Sr. IT Specialist

4. CONSENT AGENDA

Public Input on any Consent Agenda Item (None)

Mayor García announced Item 4.G. had been modified to add childhood poverty to the list of focus areas.

MOTION: It was moved by Member Gonzalez, seconded by Member Coffman-Gomez and carried by the following vote to approve the Consent Agenda.

AYES: MEMBERS: Coffman-Gomez, Gonzalez, Hurst, Parker, García

NOES: MEMBERS: None

ABSENT: MEMBERS: Estrada, Hernandez

4.A MOTION APPROVING MINUTES OF FEBRUARY 11, 2020, MEETING

4.B. RESOLUTION NO. 14-20 (CM):

RESOLUTION AUTHORIZING PURCHASE BY THE SOLID WASTE ENTERPRISE OF 1 NEW 2019 JOHN DEERE 85G EXCAVATOR UNIT FROM PAPE' MACHINERY, INC., FOR THE CITY'S PUBLIC DROP OFF FACILITY, IN AN AMOUNT NOT TO EXCEED \$130,294.28

4.C. **RESOLUTION NO. 15-20 (CM):**
RESOLUTION APPROVING 2ND AMENDMENT TO CONTRACT WITH VERDE DESIGN, INC., TO PROVIDE DESIGN & CONSTRUCTION ADMINISTRATION SERVICES FOR THE WATSONVILLE CITY PLAZA ADA RESTROOM PROJECT, IN AN AMOUNT NOT TO EXCEED \$75,945

4.D. **RESOLUTION NO. 16-20 (CM):**
RESOLUTION APPROVING FOUR-YEAR LEASE WITH SPECIALIZED HELICOPTERS, INC., FOR USE OF CITY OWNED PROPERTY WHICH INCLUDES 11,580 SQUARE FEET OF HANGAR/OFFICE/STORAGE SPACE LOCATED AT 150 AVIATION WAY

4.E. **RESOLUTION NO. 17-20 (CM):**
RESOLUTION APPROVING FOUR-YEAR LEASE WITH INFORMART, DBA GARYAIR FOR USE OF CITY OWNED PROPERTY WHICH INCLUDES 6,727 SQUARE FEET OF OFFICE/HANGAR/STORAGE AT 140 AVIATION WAY

4.F. **RESOLUTION NO. 18-20 (CM):**
RESOLUTION APPROVING A ONE-YEAR AGRICULTURAL LEASE WITH ADRIAN MONDRAGON, DBA C&M FARMS, FOR USE OF 1 ACRE OF CITY OWNED PROPERTY MORE OR LESS LOCATED AT 852 AIRPORT BOULEVARD

4.G. **RESOLUTION NO. 19-20 (CM):**
RESOLUTION APPROVING A HEALTH IN ALL POLICIES (HiAP) APPROACH THAT WILL INCORPORATE HEALTH CONSIDERATIONS INTO DECISION - MAKING ACROSS ALL DEPARTMENTS & POLICY AREAS WITH THE CITY OF WATSONVILLE

4.H. **RESOLUTION NO. 20-20 (CM):**
RESOLUTION AMENDING RESOLUTION 4-20 (CM) APPOINTING MEMBERS TO COMMITTEES FOR CALENDAR YEAR 2020

4.I. **ORDINANCE NO. 1401-20 (CM):**
FINAL ADOPTION OF ORDINANCE RESCINDING CHAPTER 22 (TAXICABS) OF TITLE 5 (PUBLIC WELFARE, MORALS, & CONDUCT) OF THE WATSONVILLE MUNICIPAL CODE & ADDING A NEW CHAPTER 22 ENTITLED TAXICABS

5. ITEMS REMOVED FROM CONSENT AGENDA (None)

6. UNFINISHED BUSINESS

6.A. **CONSIDERATION OF APPROVAL OF CITY OF WATSONVILLE SAFE STREETS SAVE LIVES VISION ZERO ACTION PLAN 2020**

1) **Staff Report**
The report was given by Principal Engineer Fontes, Police Sergeant Thul, and Lauren Freeman, health educator at Santa Cruz County.

2) **City Council Clarifying & Technical Questions**
Police Officer Thul, Principal Engineer Fontes and Assistant Public Works & Utilities Director Rodriguez answered questions from Mayor Pro Tempore Coffman-Gomez regarding staff efforts to deter pedestrian traffic violations, Caltrans involvement in planning and funding for downtown improvements, neighborhood traffic calming measures and funding thereof. Mayor Pro Tempore Coffman-Gomez asked that

Council be notified and included in conversations regarding traffic calming measures in neighborhoods.

In answering Member Parker, Assistant Public Works & Utilities Director Rodriguez and Police Officer Thul spoke about ways the City could communicate traffic concerns to Caltrans and increase safety in sensitive areas. Member Parker asked for more outreach to the community about neighborhood traffic plans.

In answering Member Gonzalez, Principal Engineer Fontes spoke about his participation in the Complete Streets and Safe Streets to School Plans. He added that components of those plans would be included in Vision Zero.

Ms. Freeman and Principal Engineer Fontes answered questions from Mayor García regarding County involvement and participation in the Vision Zero Action Plan.

3) Public Input

Anna Kammer, District 5, spoke in support of the Safe Streets Save Lives Vision Zero Action Plan 2020. She asked Council to encourage residents to participate in National Night Out and assemble Neighborhood Watch groups.

Gina Cole spoke in support of Safe Streets Save Lives Vision Zero Action Plan 2020. She asked staff to disseminate Vision Zero information during Open Streets events.

4) MOTION: It was moved by Member Hernandez, seconded by Member Parker to approve the following resolution:

RESOLUTION NO. 21-20 (CM):

**RESOLUTION APPROVING THE CITY OF WATSONVILLE SAFE STREETS
SAVE, LIVES VISION ZERO ACTION PLAN 2020**

5) City Council Deliberation on Motion(s)

Member Hurst spoke about the importance of outreach and education in order to deter traffic violations.

Member Hernandez spoke in support of the Vision Zero Action Plan 2020

The City Council recessed the meeting to Closed Session at 5:14 p.m.

5:30 p.m.

7. CLOSED SESSION

(City Council Conference Room, 275 Main Street, 4th Floor)

(a) Public Comments regarding the Closed Session agenda were accepted by the City Council at that time.

(b) Closed Session Announcement

The City Council recessed the regular Council Meeting to discuss those items listed on the Closed Session Statement attached to the Agenda.

7.A. PERSONNEL MATTERS

(Government Code Section 54957)

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: City Attorney

7.B. CONFERENCE WITH LABOR NEGOTIATOR

(Government Code Section 54957.6)

1. Agency negotiator: Mayor's Ad Hoc Committee
(To be determined)

Unrepresented employee: City Attorney

6:34 p.m.

8. ROLL CALL

Mayor García, Mayor Pro Tempore Coffman-Gomez and Council Members Estrada, Gonzalez, Hernandez, Hurst, and Parker were present.

Staff members present were City Manager Huffaker, City Attorney Smith, City Clerk Vázquez Flores, Public Works & Utilities Director Palmisano, Police Chief Honda, Fire Chief Lopez, Administrative Services Director Czerwin, Airport Director Williams, Community Development Director Merriam, Library Director Heitzig, Information Technology Director Boyes, Parks & Community Services Director Calubaquib, Deputy City Managers Manning and Vides, Assistant Public Works & Utilities Directors Rodriguez and Di Renzo, Assistant Police Chief Sims, Fire Battalion Chief Vojvoda, Principal Engineer Fontes, Police Sergeant Thul, Assistant City Clerk Ortiz, and Interpreter Landaverry.

9. PLEDGE OF ALLEGIANCE

10. PRESENTATIONS & ORAL COMMUNICATIONS

10.A. MAYOR'S PROCLAMATION RECOGNIZING FEBRUARY 2020 AS NATIONAL BLACK HISTORY MONTH

10.B. MAYOR'S PROCLAMATION CONGRATULATING LOU'S CARPET CARE FOR THEIR EXCELLENT SERVICE TO THE COMMUNITY

10.C. ORAL COMMUNICATIONS FROM THE PUBLIC

Steve Trujillo spoke about the threat the Corona Virus presents to the people of California. He asked Council to focus on solving homelessness in the community.

Jennifer Schacher, trustee at Pájaro Valley Unified School District, stated the proposed cannabis zoning would put youth at risk due to facilities being allowed on routes to schools.

Principal Engineer Fontes spoke about the success of the Egg Drop Contest.

Samuel Reynoso, Jocotepec, Jalisco, Mexico, invited the Council to visit Jocotepec to finalize the sister city relationship.

Fabian Leonor stated his concerns regarding numerous pedestrian accidents and unsafe routes to schools for children. He asked that Council and staff focus on making improvements to several streets citywide.

Laura Leonor stated many areas of the City had been neglected and pedestrian safety was poor. She asked Council to make improvements to streets that students use as routes to school (submitted petition to Council).

Gina Cole invited the public to Watsonville Bike Party.

Daryl Wise, Friends of Parks & Community Services, invited the public to upcoming community events.

10.D. ORAL COMMUNICATIONS FROM THE COUNCIL

Mayor Pro Tempore Coffman-Gomez spoke about Salvation Army efforts to address homelessness. She invited the public to visit the Pájaro Valley Arts Gallery. She asked the public to attend the upcoming Santa Cruz Metropolitan Transit District meeting and to vote on Election Day.

Member Estrada asked the public to vote on Election Day. He spoke about events he attended over the previous weeks and invited the public to attend Watsonville Community Band concerts.

Member Gonzalez stated he would be participating in Santa Cruz Symphony concerts at local schools. He spoke about his lobbying efforts as a representative of Santa Cruz County Regional Transportation Commission for funding toward Highway 1 Auxiliary Lanes and allowing buses on shoulders. He stated he met with California Transportation Commission to lobby for funding for the Harkins Slough Bridge Pedestrian/Bicycle Extension.

Member Hernandez spoke about several events he attended over the previous weeks. He thanked Fabian and Laura Leonor for advocating for public safety.

Member Hurst spoke about events he attended over the previous weeks. He encouraged the public to vote on Election Day. He invited the public to attend the upcoming Pájaro Valley Unified School District meeting.

Member Parker spoke about her attendance at several community events. She encouraged the public to vote on Election Day and invited the public to attend the Buddhist Temple cleanup event.

Mayor García spoke about her participation in the Santa Cruz County Women's Realtor Council Luncheon where she spoke about City housing projects and programs.

10.E. REPORT OUT OF CLOSED SESSION

City Attorney Smith reported that Council discussed the items listed on the Closed Session Agenda, but took no action.

11. PUBLIC HEARINGS, ORDINANCES, & APPEALS

11.A. CONSIDERATION OF APPEAL TO PLANNING COMMISSION DENIAL OF SPECIAL USE PERMIT WITH DESIGN REVIEW & ENVIRONMENTAL REVIEW TO ALLOW CONSTRUCTION OF THREE ONE-STORY COMMERCIAL BUILDINGS TOTALING

20,000± SQUARE FEET & INCLUDING TWO DRIVE-THROUGH FACILITIES ON A 3.05± ACRE SITE LOCATED AT 975-1075 MAIN STREET

1) Staff Report

The report was given by Principal Planner Meek.

2) Applicant/Appellant Presentation

The presentation was given by Chris Reyes, Santa Cruz Seaside Company.

3) City Council Clarifying & Technical Questions

Mr. Reyes and Principal Planner Meek answered questions from Member Gonzalez regarding proposed drive-through signage and traffic changes at the proposed project site intersection.

In answering Member Hernandez, Principal Planner Meek and Assistant Public Works & Utilities Director Rodriguez spoke about ways Caltrans could make safety improvements at the intersection where the proposed project is located.

Assistant Public Works & Utilities Director Rodriguez and Principal Planner Meek answered questions from Mayor Pro Tempore Coffman-Gomez regarding safety improvements that would be made to the intersection for the proposed project in collaboration with Caltrans.

In answering Mayor Pro Tempore Coffman-Gomez, Assistant Public Works & Utilities Director Rodriguez and Mr. Reyes spoke about traffic safety improvements to the intersection where the proposed project would be built, timeline for the project, job creation stemming from the project, and City drive-through policy.

In answering Member Hurst, Mr. Reyes stated the project met all City requirements and explained the reasons the project should be approved.

In answering Member Hernandez, City Attorney Smith explained staff recommendation to Council and stated denial of the appeal could expose the City to litigation.

Principal Planner Meek answered questions from Member Estrada regarding the traffic study conducted for the proposed project.

In answering Member Parker, Principal Planner Meek explained the purpose of a Mitigated Negative Declaration. Mr. Reyes, in answering Member Parker, explained the reasons the project met all the City's requirements

Mr. Reyes answered questions from Mayor García regarding components of the project that were environmentally friendly.

4) Appeal Hearing

Mayor García opened the appeal hearing.

Steve Trujillo spoke against the proposed project and listed the reasons. He gave recommendations on how the proposed site could be better utilized.

Kathrine Molinari, Regeneración, Pájaro Valley Climate Action, spoke against the proposed project due to its negative effects on the environment.

Drew Rodgers spoke against the proposed project and listed the reasons. He spoke about ways the project could be improved to benefit the community.

Rowan Hutchinson, student, spoke against the proposed project due to its negative effects on the environment and local businesses.

Paula Maldonado, Regeneracion, Pájaro Valley Climate Action, spoke in opposition to the proposed project due to its negative effects on the environment, traffic safety, and local businesses.

Seeing no one else approach the podium, Mayor García closed the appeal hearing.

5) **MOTION:** It was moved by Member Hernandez, seconded by Mayor Pro Tempore Coffman-Gomez to combine the following resolutions by taking action on them simultaneously:

- a) **RESOLUTION OVERTURNING THE DECEMBER 3, 2019, PLANNING COMMISSION ACTION & THEREBY ADOPTING MITIGATED NEGATIVE DECLARATION (PP2018-248) FOR THE COMMERCIAL REDEVELOPMENT PROJECT, CONSISTING OF THE CONSTRUCTION OF THREE ONE-STORY COMMERCIAL BUILDINGS TOTALING 20,000± SQUARE FEET & INCLUDING TWO DRIVE-THROUGH FACILITIES ON A 3.05± ACRE SITE LOCATED AT 975 - 1075 MAIN STREET**
- b) **RESOLUTION OVERTURNING THE DECEMBER 3, 2019, PLANNING COMMISSION ACTION & THEREBY APPROVING A SPECIAL USE PERMIT WITH DESIGN REVIEW & ENVIRONMENTAL REVIEW (PP2018-248) TO ALLOW THE CONSTRUCTION OF THREE ONE-STORY COMMERCIAL BUILDINGS TOTALING 20,000± SQUARE FEET & INCLUDING TWO DRIVE-THROUGH FACILITIES ON A 3.05± ACRE SITE LOCATED AT 975-1075 MAIN STREET**

6) **City Council Deliberation on Motion(s)**

Member Gonzalez stated his concerns with the results of the traffic study due to illogical findings.

Member Hurst spoke about the importance of providing for new jobs for the community through new projects. He stated the proposed project met all required regulations.

Mayor Pro Tempore Coffman-Gomez spoke about the City's high density problems and the need to continue providing housing and amenities for residents despite land limitations. She stated the project met the City's requirements, and Council needed to take action consistent with its policies.

Member Hernandez stated denial of the permit would lead to litigation and unnecessary costs for the City that would ultimately lead to the approval of the project.

Principal Planner Meek answered questions from Member Estrada regarding the traffic study and reasons the proposed drive-throughs were permitted. Member Estrada spoke against allowing drive-throughs in the City due to the negative effects they have on the environment.

Member Parker listed her concerns regarding findings in the traffic study. Principal Planner Meek and City Manager Huffaker answered question from Member Parker regarding proposed changes to the resolution and reasons they were provided to Council right before the Council meeting.

Johnathan Flecker, Civil/Traffic Engineer at KD Anderson, spoke about the data used to calculate traffic information on the traffic study.

In answering Member Parker, Mr. Reyes stated Seaside Company owned the Grocery Outlet complex and the Tractor Supply property.

Mayor García stated she would vote to deny the appeal because the project was detrimental to the community and fast food litter resulting from the project would negatively affect the environment.

MOTION: The above motion carried by the following vote:

AYES:	MEMBERS:	Coffman-Gomez, Estrada, Hernandez, Hurst
NOES:	MEMBERS:	Gonzalez, Parker, García
ABSENT:	MEMBERS:	None

MOTION: It was moved by Member Hernandez, seconded by Mayor Pro Tempore Coffman-Gomez to approve the two resolutions below:

Member Hernandez asked the applicant and staff to work with Caltrans to increase pedestrian safety on Main Street from Rodriguez Street to Green Valley Road.

Member Gonzalez stated he did not approve of two drive-throughs at the proposed site and asked staff to pursue traffic improvements near the project site.

Mr. Reyes stated his commitment to working with staff to remedy issues arising from the project and encouraged Council to amend the permit resolution to add conditions for approval.

MOTION TO AMEND: It was moved by Member Hernandez, seconded by Mayor Pro Tempore Coffman-Gomez and carried by the following vote to amend the previous motion to require that after six (6) months following completion (i.e., occupancy) of the project, and every six (6) months thereafter for a period of three (3) years, the property owner or their representatives shall meet and confer with City staff to review any pedestrian and/or bicycle impacts and determine appropriate improvements that may not have been apparent at the time of project approval. If improvements are determined to be needed within the public right-of-way of Main Street (SR 152), the property owner shall submit an encroachment permit with Caltrans for implementing the improvements. (CDD-P-E, PW):

AYES: MEMBERS: Coffman-Gomez, Estrada, Gonzalez, Hernandez, Hurst, Parker
NOES: MEMBERS: García
ABSENT: MEMBERS: None

In answering Member Estrada, Mr. Reyes stated the project was not viable without drive-throughs.

AMENDED MOTION: It was moved by Member Hernandez, seconded by Mayor Pro Tempore Coffman-Gomez to approve the below resolutions as amended:

AYES: MEMBERS: Coffman-Gomez, Hernandez, Hurst, Parker
NOES: MEMBERS: Estrada, Gonzalez, García
ABSENT: MEMBERS: None

a) RESOLUTION NO. 22-20 (CM):

RESOLUTION OVERTURNING THE DECEMBER 3, 2019, PLANNING COMMISSION ACTION & THEREBY ADOPTING MITIGATED NEGATIVE DECLARATION (PP2018-248) FOR THE COMMERCIAL REDEVELOPMENT PROJECT, CONSISTING OF THE CONSTRUCTION OF THREE ONE-STORY COMMERCIAL BUILDINGS TOTALING 20,000± SQUARE FEET & INCLUDING TWO DRIVE-THROUGH FACILITIES ON A 3.05± ACRE SITE LOCATED AT 975 - 1075 MAIN STREET

b) RESOLUTION NO. 23-20 (CM):

RESOLUTION OVERTURNING THE DECEMBER 3, 2019, PLANNING COMMISSION ACTION & THEREBY APPROVING A SPECIAL USE PERMIT WITH DESIGN REVIEW & ENVIRONMENTAL REVIEW (PP2018-248) TO ALLOW THE CONSTRUCTION OF THREE ONE-STORY COMMERCIAL BUILDINGS TOTALING 20,000± SQUARE FEET & INCLUDING TWO DRIVE-THROUGH FACILITIES ON A 3.05± ACRE SITE LOCATED AT 975-1075 MAIN STREET

12. NEW BUSINESS (Continued)

12.A. CONSIDERATION OF APPROVAL OF CITY OF WATSONVILLE COMPLETE STREETS TO SCHOOLS PLAN

1) Staff Report

The report was given by Principal Engineer Fontes and Amelia Conlen, planner at Ecology Action Santa Cruz.

2) City Council Clarifying & Technical Questions

Ms. Conlen, Principal Engineer Fontes, and Assistant Public Works & Utilities Director Rodriguez answered questions from Member Hernandez regarding pedestrian safety improvements to streets near Radcliff Elementary School and Ceiba College Preparatory Academy.

In answering Member Hurst, Assistant Public Works & Utilities Director Rodriguez explained that unsafe crosswalks could be removed, but legally, all street corners

allowed pedestrian crossings. She spoke about staff efforts to address unsafe crosswalks.

In answering Member Gonzalez, Assistant Public Works & Utilities Director Rodriguez stated barriers could be placed on street corners to deter crossing at unsafe areas. Member Gonzalez stated curbs on street corners were painted red on Lincoln Street and Bockius Street to create better visibility for cars. He gave recommendations on how to improve Marchant Street.

Assistant Public Works & Utilities Director Rodriguez and Principal Engineer Fontes answered questions from Member Coffman-Gomez regarding methods for creating safer crossings in collaboration with Caltrans, timeline for projects, and prioritization of proposed projects.

Principal Engineer Fontes answered questions from Member Estrada regarding jurisdiction over areas near Pájaro Valley High School (PVHS) and process for making safety improvements in the area.

Principal Engineer Fontes and Ms. Conlen answered questions from Member Gonzalez regarding grants available through the California Transportation Commission for safety improvements near PVHS and survey results collected regarding student transportation to school.

Principal Engineer Fontes and City Manager Huffaker answered questions from Mayor García regarding prioritization of safety projects and potential for reduction of speed limits citywide through change in State law.

3) Public Input

Steve Trujillo asked for extended sidewalks at the corner of Main Street and Auto Center Drive.

Fabian Leonor stated his concerns regarding unsafe pedestrian crosswalks at the corner of Walker Street and Second Street.

Laura Leonor stated her concerns regarding unsafe crosswalks at the intersections on Walker Street between West Beach Street to Second Street.

In answering Mayor Pro Tempore Coffman-Gomez, Ms. Conlen stated carpool programs were recommended as part of the Complete Streets to School Plan.

Member Hernandez stated his concerns regarding the intersection at Walker Street and Lake Avenue.

4) MOTION: It was moved by Member Hernandez, seconded by Member Gonzalez to approve the following resolution:

RESOLUTION NO. 24-20 (CM):

RESOLUTION APPROVING THE CITY OF WATSONVILLE COMPLETE STREETS TO SCHOOLS PLAN

5) City Council Deliberation on Motion

Member Coffman-Gomez spoke about challenges increased traffic creates for the community.

Member Estrada asked the public to drive responsibly and keep pedestrians safe.

Member Hurst spoke about the importance of collaboration with PVUSD.

MOTION: The above motion carried by the following vote:

AYES: MEMBERS: Coffman-Gomez, Estrada, Gonzalez, Hernandez, Hurst, Parker, García
NOES: MEMBERS: None
ABSENT: MEMBERS: None

12.B CONSIDERATION OF APPROVAL OF PHASE 1 IMPLEMENTATION PLAN FOR IMPROVEMENTS IN THE DOWNTOWN WATSONVILLE COMPLETE STREETS PLAN - OCTOBER 4, 2019, THAT ARE NOT CONTINGENT WITH A TRAFFIC STUDY

1) Staff Report

The report was given by Assistant Public Works & Utilities Director Rodriguez.

2) City Council Clarifying & Technical Questions

Assistant Public Works & Utilities Director Rodriguez answered questions from Mayor Pro Tempore Coffman-Gomez regarding potential for bulb outs on City streets, collaboration with Caltrans on street improvements, and potential for a new school at former Gottschalks building.

In answering Member Gonzalez, Assistant Public Works & Utilities Director Rodriguez spoke about prioritization of proposed projects.

In answering Member Hernandez, Assistant Public Works & Utilities Director Rodriguez explained options for making improvements to Walker Street.

Assistant Public Works & Utilities Director Rodriguez answered questions from Mayor García regarding reasons improvements at the corner of Rodriguez Street and West Lake Avenue were not included in the plan and staff effort to create outreach to the community regarding the plan.

3) Public Input (None)

4) MOTION: It was moved by Member Gonzalez, seconded by Member Hernandez to approve the following resolution:

RESOLUTION NO. 25-20 (CM):

RESOLUTION APPROVING PHASE 1 IMPLEMENTATION PLAN FOR IMPROVEMENTS IN THE DOWNTOWN WATSONVILLE COMPLETE STREETS PLAN - OCTOBER 4, 2019, THAT ARE NOT CONTINGENT WITH A TRAFFIC STUDY

5) City Council Deliberation on Motion(s)

In answering Member Hernandez, Assistant Public Works & Utilities Director Rodriguez spoke about bicycle amenities that were part of the Complete Streets Plan.

Assistant Public Works & Utilities Director Rodriguez, in answering Member Parker, spoke about staff efforts to improve lighting in downtown and costs associated with the improvements.

Member Hurst spoke about funding challenges for Complete Streets Plan projects.

In answering Member Coffman-Gomez, Assistant Public Works & Utilities Director Rodriguez spoke about staff efforts to integrate electric vehicle charging stations in the plan.

MOTION: The above motion carried by the following vote:

AYES:	MEMBERS:	Coffman-Gomez, Estrada, Gonzalez, Hernandez, Hurst, Parker, García
NOES:	MEMBERS:	None
ABSENT:	MEMBERS:	None

13. EMERGENCY ITEMS ADDED TO AGENDA (None)

14. REQUESTS & SCHEDULING FUTURE AGENDA ITEMS

Member Hernandez requested a resolution declaring the City a street racing free zone.

City Manager Huffaker, in answering Member Parker stated an item regarding wine tasting rooms would be scheduled for a meeting in April.

Mayor García requested a resolution requesting that PG&E become a public utility.

15. ADJOURNMENT

The meeting adjourned at 10:38 p.m.

Rebecca J. García, Mayor

ATTEST:

Beatrix Vázquez Flores, City Clerk



MINUTES REGULAR CITY COUNCIL MEETING

February 25, 2020

City of Watsonville
Council Chambers
275 Main Street, Top Floor

4:30 p.m.

1. ROLL CALL

Mayor García, Mayor Pro Tempore Coffman-Gomez and Council Members Estrada (arrived at 4:54 p.m.), Gonzalez, Hernandez (arrived at 4:54 p.m.), Hurst, and Parker were present.

2. INFORMATION ITEMS—Written Report(s) Only

2.A. REPORT OF DISBURSEMENTS

2.B. MISCELLANEOUS DOCUMENTS REPORT

2.C. WRITTEN REPORTS BY COUNCIL MEMBERS REGARDING ACTIONS TAKEN ON THEIR REGIONAL COMMISSIONS/BOARD MEETINGS THAT MAY AFFECT THE CITY OF WATSONVILLE (None)

3. INTRODUCTION OF NEW EMPLOYEES (If any)

3.A. Van Vradenburg, Sr. IT Specialist

4. CONSENT AGENDA

Public Input on any Consent Agenda Item (None)

Mayor García announced Item 4.G. had been modified to add childhood poverty to the list of focus areas.

MOTION: It was moved by Member Gonzalez, seconded by Member Coffman-Gomez and carried by the following vote to approve the Consent Agenda.

AYES: MEMBERS: Coffman-Gomez, Gonzalez, Hurst, Parker, García

NOES: MEMBERS: None

ABSENT: MEMBERS: Estrada, Hernandez

4.A MOTION APPROVING MINUTES OF FEBRUARY 11, 2020, MEETING

4.B. RESOLUTION NO. 14-20 (CM):

RESOLUTION AUTHORIZING PURCHASE BY THE SOLID WASTE ENTERPRISE OF 1 NEW 2019 JOHN DEERE 85G EXCAVATOR UNIT FROM PAPE' MACHINERY, INC., FOR THE CITY'S PUBLIC DROP OFF FACILITY, IN AN AMOUNT NOT TO EXCEED \$130,294.28

4.C. **RESOLUTION NO. 15-20 (CM):**
RESOLUTION APPROVING 2ND AMENDMENT TO CONTRACT WITH VERDE DESIGN, INC., TO PROVIDE DESIGN & CONSTRUCTION ADMINISTRATION SERVICES FOR THE WATSONVILLE CITY PLAZA ADA RESTROOM PROJECT, IN AN AMOUNT NOT TO EXCEED \$75,945

4.D. **RESOLUTION NO. 16-20 (CM):**
RESOLUTION APPROVING FOUR-YEAR LEASE WITH SPECIALIZED HELICOPTERS, INC., FOR USE OF CITY OWNED PROPERTY WHICH INCLUDES 11,580 SQUARE FEET OF HANGAR/OFFICE/STORAGE SPACE LOCATED AT 150 AVIATION WAY

4.E. **RESOLUTION NO. 17-20 (CM):**
RESOLUTION APPROVING FOUR-YEAR LEASE WITH INFORMART, DBA GARYAIR FOR USE OF CITY OWNED PROPERTY WHICH INCLUDES 6,727 SQUARE FEET OF OFFICE/HANGAR/STORAGE AT 140 AVIATION WAY

4.F. **RESOLUTION NO. 18-20 (CM):**
RESOLUTION APPROVING A ONE-YEAR AGRICULTURAL LEASE WITH ADRIAN MONDRAGON, DBA C&M FARMS, FOR USE OF 1 ACRE OF CITY OWNED PROPERTY MORE OR LESS LOCATED AT 852 AIRPORT BOULEVARD

4.G. **RESOLUTION NO. 19-20 (CM):**
RESOLUTION APPROVING A HEALTH IN ALL POLICIES (HiAP) APPROACH THAT WILL INCORPORATE HEALTH CONSIDERATIONS INTO DECISION - MAKING ACROSS ALL DEPARTMENTS & POLICY AREAS WITH THE CITY OF WATSONVILLE

4.H. **RESOLUTION NO. 20-20 (CM):**
RESOLUTION AMENDING RESOLUTION 4-20 (CM) APPOINTING MEMBERS TO COMMITTEES FOR CALENDAR YEAR 2020

4.I. **ORDINANCE NO. 1401-20 (CM):**
FINAL ADOPTION OF ORDINANCE RESCINDING CHAPTER 22 (TAXICABS) OF TITLE 5 (PUBLIC WELFARE, MORALS, & CONDUCT) OF THE WATSONVILLE MUNICIPAL CODE & ADDING A NEW CHAPTER 22 ENTITLED TAXICABS

5. ITEMS REMOVED FROM CONSENT AGENDA (None)

6. UNFINISHED BUSINESS

6.A. **CONSIDERATION OF APPROVAL OF CITY OF WATSONVILLE SAFE STREETS SAVE LIVES VISION ZERO ACTION PLAN 2020**

1) **Staff Report**
The report was given by Principal Engineer Fontes, Police Sergeant Thul, and Lauren Freeman, health educator at Santa Cruz County.

2) **City Council Clarifying & Technical Questions**
Police Officer Thul, Principal Engineer Fontes and Assistant Public Works & Utilities Director Rodriguez answered questions from Mayor Pro Tempore Coffman-Gomez regarding staff efforts to deter pedestrian traffic violations, Caltrans involvement in planning and funding for downtown improvements, neighborhood traffic calming measures and funding thereof. Mayor Pro Tempore Coffman-Gomez asked that

Council be notified and included in conversations regarding traffic calming measures in neighborhoods.

In answering Member Parker, Assistant Public Works & Utilities Director Rodriguez and Police Officer Thul spoke about ways the City could communicate traffic concerns to Caltrans and increase safety in sensitive areas. Member Parker asked for more outreach to the community about neighborhood traffic plans.

In answering Member Gonzalez, Principal Engineer Fontes spoke about his participation in the Complete Streets and Safe Streets to School Plans. He added that components of those plans would be included in Vision Zero.

Ms. Freeman and Principal Engineer Fontes answered questions from Mayor García regarding County involvement and participation in the Vision Zero Action Plan.

3) Public Input

Anna Kammer, District 5, spoke in support of the Safe Streets Save Lives Vision Zero Action Plan 2020. She asked Council to encourage residents to participate in National Night Out and assemble Neighborhood Watch groups.

Gina Cole spoke in support of Safe Streets Save Lives Vision Zero Action Plan 2020. She asked staff to disseminate Vision Zero information during Open Streets events.

4) MOTION: It was moved by Member Hernandez, seconded by Member Parker to approve the following resolution:

RESOLUTION NO. 21-20 (CM):

**RESOLUTION APPROVING THE CITY OF WATSONVILLE SAFE STREETS
SAVE, LIVES VISION ZERO ACTION PLAN 2020**

5) City Council Deliberation on Motion(s)

Member Hurst spoke about the importance of outreach and education in order to deter traffic violations.

Member Hernandez spoke in support of the Vision Zero Action Plan 2020

MOTION: The above motion carried by the following vote:

AYES:	MEMBERS:	Coffman-Gomez, Estrada, Gonzalez, Hernandez, Hurst, Parker, García
NOES:	MEMBERS:	None
ABSENT:	MEMBERS:	None

The City Council recessed the meeting to Closed Session at 5:14 p.m.

5:30 p.m.

**7. CLOSED SESSION
(City Council Conference Room, 275 Main Street, 4th Floor)**

(a) Public Comments regarding the Closed Session agenda were accepted by the City Council at that time.

(b) Closed Session Announcement

The City Council recessed the regular Council Meeting to discuss those items listed on the Closed Session Statement attached to the Agenda.

7.A. PERSONNEL MATTERS

(Government Code Section 54957)

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: City Attorney

7.B. CONFERENCE WITH LABOR NEGOTIATOR

(Government Code Section 54957.6)

1. Agency negotiator: Mayor's Ad Hoc Committee
(To be determined)

Unrepresented employee: City Attorney

6:34 p.m.

8. ROLL CALL

Mayor García, Mayor Pro Tempore Coffman-Gomez and Council Members Estrada, Gonzalez, Hernandez, Hurst, and Parker were present.

Staff members present were City Manager Huffaker, City Attorney Smith, City Clerk Vázquez Flores, Public Works & Utilities Director Palmisano, Police Chief Honda, Fire Chief Lopez, Administrative Services Director Czerwin, Airport Director Williams, Community Development Director Merriam, Library Director Heitzig, Information Technology Director Boyes, Parks & Community Services Director Calubaquib, Deputy City Managers Manning and Vides, Assistant Public Works & Utilities Directors Rodriguez and Di Renzo, Assistant Police Chief Sims, Fire Battalion Chief Vojvoda, Principal Engineer Fontes, Police Sergeant Thul, Assistant City Clerk Ortiz, and Interpreter Landaverry.

9. PLEDGE OF ALLEGIANCE

10. PRESENTATIONS & ORAL COMMUNICATIONS

10.A. MAYOR'S PROCLAMATION RECOGNIZING FEBRUARY 2020 AS NATIONAL BLACK HISTORY MONTH

10.B. MAYOR'S PROCLAMATION CONGRATULATING LOU'S CARPET CARE FOR THEIR EXCELLENT SERVICE TO THE COMMUNITY

10.C. ORAL COMMUNICATIONS FROM THE PUBLIC

Steve Trujillo spoke about the threat the Corona Virus presents to the people of California. He asked Council to focus on solving homelessness in the community.

Jennifer Schacher, trustee at Pájaro Valley Unified School District, stated the proposed cannabis zoning would put youth at risk due to facilities being allowed on routes to schools.

Principal Engineer Fontes spoke about the success of the Egg Drop Contest.

Samuel Reynoso, Jocotepec, Jalisco, Mexico, invited the Council to visit Jocotepec to finalize the sister city relationship.

Fabian Leonor stated his concerns regarding numerous pedestrian accidents and unsafe routes to schools for children. He asked that Council and staff focus on making improvements to several streets citywide.

Laura Leonor stated many areas of the City had been neglected and pedestrian safety was poor. She asked Council to make improvements to streets that students use as routes to school (submitted petition to Council).

Gina Cole invited the public to Watsonville Bike Party.

Daryl Wise, Friends of Parks & Community Services, invited the public to the Mayor's Bike Ride, the Cesar Chavez Community Awards, and to the Strawberry Jam Fun Run.

10.D. ORAL COMMUNICATIONS FROM THE COUNCIL

Mayor Pro Tempore Coffman-Gomez spoke about Salvation Army efforts to address homelessness. She invited the public to visit the Pájaro Valley Arts Gallery. She asked the public to attend the upcoming Santa Cruz Metropolitan Transit District meeting and to vote on Election Day.

Member Estrada asked the public to vote on Election Day. He spoke about events he attended over the previous weeks and invited the public to attend Watsonville Community Band concerts.

Member Gonzalez stated he would be participating in Santa Cruz Symphony concerts at local schools. He spoke about his lobbying efforts as a representative of Santa Cruz County Regional Transportation Commission for funding toward Highway 1 Auxiliary Lanes and allowing buses on shoulders. He stated he met with California Transportation Commission to lobby for funding for the Harkins Slough Bridge Pedestrian/Bicycle Extension.

Member Hernandez spoke about several events he attended over the previous weeks. He thanked Fabian and Laura Leonor for advocating for public safety.

Member Hurst spoke about events he attended over the previous weeks. He encouraged the public to vote on Election Day. He invited the public to attend the upcoming Pájaro Valley Unified School District meeting.

Member Parker spoke about her attendance at several community events. She encouraged the public to vote on Election Day and invited the public to attend the Buddhist Temple cleanup event.

Mayor García spoke about her participation in the Santa Cruz County Women's Realtor Council Luncheon where she spoke about City housing projects and programs.

10.E. REPORT OUT OF CLOSED SESSION

City Attorney Smith reported that Council discussed the items listed on the Closed Session Agenda, but took no action.

11. PUBLIC HEARINGS, ORDINANCES, & APPEALS

11.A. CONSIDERATION OF APPEAL TO PLANNING COMMISSION DENIAL OF SPECIAL USE PERMIT WITH DESIGN REVIEW & ENVIRONMENTAL REVIEW TO ALLOW CONSTRUCTION OF THREE ONE-STORY COMMERCIAL BUILDINGS TOTALING 20,000± SQUARE FEET & INCLUDING TWO DRIVE-THROUGH FACILITIES ON A 3.05± ACRE SITE LOCATED AT 975-1075 MAIN STREET

1) Staff Report

The report was given by Principal Planner Meek.

2) Applicant/Appellant Presentation

The presentation was given by Chris Reyes, Santa Cruz Seaside Company.

3) City Council Clarifying & Technical Questions

Mr. Reyes and Principal Planner Meek answered questions from Member Gonzalez regarding proposed drive-through signage and traffic changes at the proposed project site intersection.

In answering Member Hernandez, Principal Planner Meek and Assistant Public Works & Utilities Director Rodriguez spoke about ways Caltrans could make safety improvements at the intersection where the proposed project is located.

Assistant Public Works & Utilities Director Rodriguez and Principal Planner Meek answered questions from Mayor Pro Tempore Coffman-Gomez regarding safety improvements that would be made to the intersection for the proposed project in collaboration with Caltrans.

In answering Mayor Pro Tempore Coffman-Gomez, Assistant Public Works & Utilities Director Rodriguez and Mr. Reyes spoke about traffic safety improvements to the intersection where the proposed project would be built, timeline for the project, job creation stemming from the project, and City drive-through policy.

In answering Member Hurst, Mr. Reyes stated the project met all City requirements and explained the reasons the project should be approved.

In answering Member Hernandez, City Attorney Smith explained staff recommendation to Council and stated denial of the appeal could expose the City to litigation.

Principal Planner Meek answered questions from Member Estrada regarding the traffic study conducted for the proposed project.

In answering Member Parker, Principal Planner Meek explained the purpose of a Mitigated Negative Declaration. Mr. Reyes, in answering Member Parker, explained the reasons the project met all the City's requirements

Mr. Reyes answered questions from Mayor García regarding components of the project that were environmentally friendly.

4) Appeal Hearing

Mayor García opened the appeal hearing.

Steve Trujillo spoke against the proposed project and listed the reasons. He gave recommendations on how the proposed site could be better utilized.

Kathrine Molinari, Regeneración, Pájaro Valley Climate Action, spoke against the proposed project due to its negative effects on the environment.

Drew Rodgers spoke against the proposed project and listed the reasons. He spoke about ways the project could be improved to benefit the community.

Rowan Hutchinson, student, spoke against the proposed project due to its negative effects on the environment and local businesses.

Paula Maldonado, Regeneracion, Pájaro Valley Climate Action, spoke in opposition to the proposed project due to its negative effects on the environment, traffic safety, and local businesses.

Seeing no one else approach the podium, Mayor García closed the appeal hearing.

5) MOTION: It was moved by Member Hernandez, seconded by Mayor Pro Tempore Coffman-Gomez to combine the following resolutions by taking action on them simultaneously:

- a) RESOLUTION OVERTURNING THE DECEMBER 3, 2019, PLANNING COMMISSION ACTION & THEREBY ADOPTING MITIGATED NEGATIVE DECLARATION (PP2018-248) FOR THE COMMERCIAL REDEVELOPMENT PROJECT, CONSISTING OF THE CONSTRUCTION OF THREE ONE-STORY COMMERCIAL BUILDINGS TOTALING 20,000± SQUARE FEET & INCLUDING TWO DRIVE-THROUGH FACILITIES ON A 3.05± ACRE SITE LOCATED AT 975 - 1075 MAIN STREET**
- b) RESOLUTION OVERTURNING THE DECEMBER 3, 2019, PLANNING COMMISSION ACTION & THEREBY APPROVING A SPECIAL USE PERMIT WITH DESIGN REVIEW & ENVIRONMENTAL REVIEW (PP2018-248) TO ALLOW THE CONSTRUCTION OF THREE ONE-STORY COMMERCIAL BUILDINGS TOTALING 20,000± SQUARE FEET & INCLUDING TWO DRIVE-THROUGH FACILITIES ON A 3.05± ACRE SITE LOCATED AT 975-1075 MAIN STREET**

6) City Council Deliberation on Motion(s)

Member Gonzalez stated his concerns with the results of the traffic study due to illogical findings.

Member Hurst spoke about the importance of providing for new jobs for the community through new projects. He stated the proposed project met all required regulations.

Mayor Pro Tempore Coffman-Gomez spoke about the City's high density problems and the need to continue providing housing and amenities for residents despite land

limitations. She stated the project met the City's requirements, and Council needed to take action consistent with its policies.

Member Hernandez stated denial of the permit would lead to litigation and unnecessary costs for the City that would ultimately lead to the approval of the project.

Principal Planner Meek answered questions from Member Estrada regarding the traffic study and reasons the proposed drive-throughs were permitted. Member Estrada spoke against allowing drive-throughs in the City due to the negative effects they have on the environment.

Member Parker listed her concerns regarding findings in the traffic study. Principal Planner Meek and City Manager Huffaker answered question from Member Parker regarding proposed changes to the resolution and reasons they were provided to Council right before the Council meeting.

Johnathan Flecker, Civil/Traffic Engineer at KD Anderson, spoke about the data used to calculate traffic information on the traffic study.

In answering Member Parker, Mr. Reyes stated Seaside Company owned the Grocery Outlet complex and the Tractor Supply property.

Mayor García stated she would vote to deny the appeal because the project was detrimental to the community and fast food litter resulting from the project would negatively affect the environment.

MOTION: The above motion carried by the following vote:

AYES: MEMBERS: Coffman-Gomez, Estrada, Hernandez, Hurst
NOES: MEMBERS: Gonzalez, Parker, García
ABSENT: MEMBERS: None

MOTION: It was moved by Member Hernandez, seconded by Mayor Pro Tempore Coffman-Gomez to approve the two resolutions below:

Member Hernandez asked the applicant and staff to work with Caltrans to increase pedestrian safety on Main Street from Rodriguez Street to Green Valley Road.

Member Gonzalez stated he did not approve of two drive-throughs at the proposed site and asked staff to pursue traffic improvements near the project site.

Mr. Reyes stated his commitment to working with staff to remedy issues arising from the project and encouraged Council to amend the permit resolution to add conditions for approval.

MOTION TO AMEND: It was moved by Member Hernandez, seconded by Mayor Pro Tempore Coffman-Gomez and carried by the following vote to amend the previous motion to require that after six (6) months following completion (i.e., occupancy) of the project, and every six (6) months thereafter for a period of three (3) years, the property owner or their representatives shall meet and confer with

City staff to review any pedestrian and/or bicycle impacts and determine appropriate improvements that may not have been apparent at the time of project approval. If improvements are determined to be needed within the public right-of-way of Main Street (SR 152), the property owner shall submit an encroachment permit with Caltrans for implementing the improvements. (CDD-P-E, PW):

AYES: MEMBERS: Coffman-Gomez, Estrada, Gonzalez, Hernandez, Hurst, Parker
NOES: MEMBERS: García
ABSENT: MEMBERS: None

In answering Member Estrada, Mr. Reyes stated the project was not viable without drive-throughs.

AMENDED MOTION: It was moved by Member Hernandez, seconded by Mayor Pro Tempore Coffman-Gomez to approve the below resolutions as amended:

AYES: MEMBERS: Coffman-Gomez, Hernandez, Hurst, Parker
NOES: MEMBERS: Estrada, Gonzalez, García
ABSENT: MEMBERS: None

a) RESOLUTION NO. 22-20 (CM):

RESOLUTION OVERTURNING THE DECEMBER 3, 2019, PLANNING COMMISSION ACTION & THEREBY ADOPTING MITIGATED NEGATIVE DECLARATION (PP2018-248) FOR THE COMMERCIAL REDEVELOPMENT PROJECT, CONSISTING OF THE CONSTRUCTION OF THREE ONE-STORY COMMERCIAL BUILDINGS TOTALING 20,000± SQUARE FEET & INCLUDING TWO DRIVE-THROUGH FACILITIES ON A 3.05± ACRE SITE LOCATED AT 975 - 1075 MAIN STREET

b) RESOLUTION NO. 23-20 (CM):

RESOLUTION OVERTURNING THE DECEMBER 3, 2019, PLANNING COMMISSION ACTION & THEREBY APPROVING A SPECIAL USE PERMIT WITH DESIGN REVIEW & ENVIRONMENTAL REVIEW (PP2018-248) TO ALLOW THE CONSTRUCTION OF THREE ONE-STORY COMMERCIAL BUILDINGS TOTALING 20,000± SQUARE FEET & INCLUDING TWO DRIVE-THROUGH FACILITIES ON A 3.05± ACRE SITE LOCATED AT 975-1075 MAIN STREET

12. NEW BUSINESS (Continued)

12.A. CONSIDERATION OF APPROVAL OF CITY OF WATSONVILLE COMPLETE STREETS TO SCHOOLS PLAN

1) Staff Report

The report was given by Principal Engineer Fontes and Amelia Conlen, planner at Ecology Action Santa Cruz.

2) City Council Clarifying & Technical Questions

Ms. Conlen, Principal Engineer Fontes, and Assistant Public Works & Utilities Director Rodriguez answered questions from Member Hernandez regarding pedestrian safety improvements to streets near Radcliff Elementary School and Ceiba College Preparatory Academy.

In answering Member Hurst, Assistant Public Works & Utilities Director Rodriguez explained that unsafe crosswalks could be removed, but legally, all street corners allowed pedestrian crossings. She spoke about staff efforts to address unsafe crosswalks.

In answering Member Gonzalez, Assistant Public Works & Utilities Director Rodriguez stated barriers could be placed on street corners to deter crossing at unsafe areas. Member Gonzalez stated curbs on street corners were painted red on Lincoln Street and Bockius Street to create better visibility for cars. He gave recommendations on how to improve Marchant Street.

Assistant Public Works & Utilities Director Rodriguez and Principal Engineer Fontes answered questions from Member Coffman-Gomez regarding methods for creating safer crossings in collaboration with Caltrans, timeline for projects, and prioritization of proposed projects.

Principal Engineer Fontes answered questions from Member Estrada regarding jurisdiction over areas near Pájaro Valley High School (PVHS) and process for making safety improvements in the area.

Principal Engineer Fontes and Ms. Conlen answered questions from Member Gonzalez regarding grants available through the California Transportation Commission for safety improvements near PVHS and survey results collected regarding student transportation to school.

Principal Engineer Fontes and City Manager Huffaker answered questions from Mayor García regarding prioritization of safety projects and potential for reduction of speed limits citywide through change in State law.

3) **Public Input**

Steve Trujillo asked for extended sidewalks at the corner of Main Street and Auto Center Drive.

Fabian Leonor stated his concerns regarding unsafe pedestrian crosswalks at the corner of Walker Street and Second Street.

Laura Leonor stated her concerns regarding unsafe crosswalks at the intersections on Walker Street between West Beach Street to Second Street.

In answering Mayor Pro Tempore Coffman-Gomez, Ms. Conlen stated carpool programs were recommended as part of the Complete Streets to School Plan.

Member Hernandez stated his concerns regarding the intersection at Walker Street and Lake Avenue.

4) **MOTION:** It was moved by Member Hernandez, seconded by Member Gonzalez to approve the following resolution:

**RESOLUTION NO. 24-20 (CM):
RESOLUTION APPROVING THE CITY OF WATSONVILLE COMPLETE STREETS
TO SCHOOLS PLAN**

5) City Council Deliberation on Motion

Member Coffman-Gomez spoke about challenges increased traffic creates for the community.

Member Estrada asked the public to drive responsibly and keep pedestrians safe.

Member Hurst spoke about the importance of collaboration with PVUSD.

MOTION: The above motion carried by the following vote:

AYES: MEMBERS: Coffman-Gomez, Estrada, Gonzalez, Hernandez, Hurst, Parker, García
NOES: MEMBERS: None
ABSENT: MEMBERS: None

12.B CONSIDERATION OF APPROVAL OF PHASE 1 IMPLEMENTATION PLAN FOR IMPROVEMENTS IN THE DOWNTOWN WATSONVILLE COMPLETE STREETS PLAN - OCTOBER 4, 2019, THAT ARE NOT CONTINGENT WITH A TRAFFIC STUDY

1) Staff Report

The report was given by Assistant Public Works & Utilities Director Rodriguez.

2) City Council Clarifying & Technical Questions

Assistant Public Works & Utilities Director Rodriguez answered questions from Mayor Pro Tempore Coffman-Gomez regarding potential for bulb outs on City streets, collaboration with Caltrans on street improvements, and potential for a new school at former Gottschalks building.

In answering Member Gonzalez, Assistant Public Works & Utilities Director Rodriguez spoke about prioritization of proposed projects.

In answering Member Hernandez, Assistant Public Works & Utilities Director Rodriguez explained options for making improvements to Walker Street.

Assistant Public Works & Utilities Director Rodriguez answered questions from Mayor García regarding reasons improvements at the corner of Rodriguez Street and West Lake Avenue were not included in the plan and staff effort to create outreach to the community regarding the plan.

3) Public Input (None)

4) MOTION: It was moved by Member Gonzalez, seconded by Member Hernandez to approve the following resolution:

RESOLUTION NO. 25-20 (CM):

**RESOLUTION APPROVING PHASE 1 IMPLEMENTATION PLAN FOR
IMPROVEMENTS IN THE DOWNTOWN WATSONVILLE COMPLETE STREETS
PLAN - OCTOBER 4, 2019, THAT ARE NOT CONTINGENT WITH A TRAFFIC
STUDY**

5) City Council Deliberation on Motion(s)

In answering Member Hernandez, Assistant Public Works & Utilities Director Rodriguez spoke about bicycle amenities that were part of the Complete Streets Plan.

Assistant Public Works & Utilities Director Rodriguez, in answering Member Parker, spoke about staff efforts to improve lighting in downtown and costs associated with the improvements.

Member Hurst spoke about funding challenges for Complete Streets Plan projects.

In answering Member Coffman-Gomez, Assistant Public Works & Utilities Director Rodriguez spoke about staff efforts to integrate electric vehicle charging stations in the plan.

MOTION: The above motion carried by the following vote:

AYES: MEMBERS: Coffman-Gomez, Estrada, Gonzalez, Hernandez,
Hurst, Parker, García
NOES: MEMBERS: None
ABSENT: MEMBERS: None

13. EMERGENCY ITEMS ADDED TO AGENDA (None)

14. REQUESTS & SCHEDULING FUTURE AGENDA ITEMS

Member Hernandez requested a resolution declaring the City a street racing free zone.

City Manager Huffaker, in answering Member Parker stated an item regarding wine tasting rooms would be scheduled for a meeting in April.

Mayor García requested a resolution requesting that PG&E become a public utility.

15. ADJOURNMENT

The meeting adjourned at 10:38 p.m.

Rebecca J. García, Mayor

ATTEST:

Beatriz Vázquez Flores, City Clerk

**City of Watsonville
Public Works and Utilities Department**



M E M O R A N D U M

DATE: **March 5, 2020**

TO: **Matthew D. Huffaker, City Manager**

FROM: **Steve Palmisano, Director Public Works and Utilities
Maria Esther Rodriguez, Assistant Director/ City Engineer**

SUBJECT: **Airport Boulevard and Holm Road Traffic Signal, Project TR-20-01 (HSIPL-5031(036)) and acceptance of \$481,600 in Highway Safety Improvement Program (HSIP) funds**

AGENDA ITEM: **March 10, 2020**

City Council

RECOMMENDATION:

Staff recommends the Council adopt a resolution approving plans and specifications and calling for bids for the traffic signal installation at Airport Boulevard and Holm Road, Project TR-20-01 (HSIPL-5031(036)) and accept \$481,600 in Highway Safety Improvement Program (HSIP) Cycle 9 grant funding for this project.

DISCUSSION:

Airport Boulevard and Holm Road is a busy arterial intersection. In 2018, the City applied for and received a Highway Safety Improvement Program (HSIP) Cycle 9 grant for installation of a traffic signal at the intersection in the amount of \$481,600, in federal funding.

The total estimated cost for the project is \$481,600. This amount includes all the labor, equipment and material necessary to install the signal as well as cost for construction engineering. City staff is seeking approval from the State to purchase/ preorder traffic signal poles and hardware (estimated at approximately \$100,000) as the lead time to acquire this equipment is approximately 4 months.

Plans and specifications for the project have been sent to the State Local Assistance Engineers for review and approval of construction, as is required for this federally funded project; approval is anticipated in mid-March 2020. Staff is seeking concurrent approval by Council to be able to call for bids and move towards construction as soon as the State approval is achieved.

The estimated cost for construction is \$360,000. Bid Opening is scheduled for April 23, 2020. The Plans and Specifications are on file in the City Clerk's office.

Staff recommends that Council approve Plans and Specifications and call for bids for the traffic installation at Airport Boulevard and Holm Road and accept \$481,600 in Highway Safety Improvement Program (HSIP) Cycle 9 grant funding.

STRATEGIC PLAN:

The project meets the goals and objectives outlined in the Strategic Plan, Priority 3 for improving Infrastructure and Transportation and Priority 6, addressing Public Safety.

FINANCIAL IMPACT:

The total cost for the construction of this project is estimated at \$481,600. The project is being funded by a Highway Safety Improvement Program (HSIP) Cycle 9 grant. No general funds will be used.

The project is included in the approved budget under project number, 0305 923 7839 14617, we are requesting moving this appropriation to the Grant fund, 0260 338 7839 14617, due to acceptance of the grant.

ALTERNATIVES:

Council can choose not to approve the plans and specifications and not proceed with the project.

ATTACHMENTS:

None.

cc: City Attorney

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE ACCEPTING THE HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) GRANT CYCLE 9 OF \$481,600 FROM THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) DIVISION OF LOCAL ASSISTANCE FOR THE CITY TO FUND THE AIRPORT BOULEVARD AT HOLM ROAD SIGNAL INSTALLATION, PROJECT NO. TR-20-01 (HSIP-5031(036); AUTHORIZING THE CITY MANAGER TO EXECUTE ALL AGREEMENTS AND ANY AMENDMENTS THERETO AND ANY NECESSARY DOCUMENTS WHICH MAY BE NECESSARY FOR THE COMPLETION OF THE PROJECT; AND DIRECTING THAT SUCH FUNDS BE APPROPRIATED TO THE SPECIAL GRANTS FUND

WHEREAS, in 2018, the City of Watsonville applied for and was awarded a \$481,600 Highway Safety Improvement Program Cycle 9 Grant from Caltrans Division of Local Assistance; and

WHEREAS, the grant fund will be used for the installation of a traffic signal at the intersection of Airport Boulevard at Holm Road; and

WHEREAS, the City Council authorizes the City Manager to execute agreements and any amendments thereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. That the Council hereby accepts the Highway Safety Improvement Program Cycle 9 grant of \$481,600 from the California Department of Transportation (Caltrans) Division of Local Assistance for the Airport Boulevard at Holm Road Signal Installation, Project No. TR-20-01 – (HSIP-5031(036)).

2. That the City Manager, is hereby authorized and directed to execute in the name of the City of Watsonville, the Agreement and all other documents and any amendments thereto, as well as any necessary documents which may be necessary for

the completion of the Airport Boulevard at Holm Road Signal Installation, Project No. TR-20-01 – (HSIP-5031(036)) with the California Department of Transportation Division of Local Assistance.

3. That the \$481,600 be appropriated into the Special Grants Fund [0260].

RESOLUTION NO._____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING PLANS AND SPECIFICATIONS AND CALLING FOR BIDS FOR THE AIRPORT BOULEVARD AT HOLM ROAD SIGNAL INSTALLATION, PROJECT NO. TR-20-01 (HSIPL-5031 (036)) (COST OF \$481,600 WILL BE FUNDED FROM THE HIGHWAY SAFETY IMPROVEMENT PROGRAM CYCLE 9 GRANT)

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. That the plans and specifications for the Airport Boulevard at Holm Road Signal Installation, Project No. TR-20-01 (HSIPL-5031 (036)), copies of which are on file in the Office of the City Clerk, are hereby ratified and approved.
2. That the Purchasing Officer is hereby authorized and directed to call for public competitive sealed bids for the above named project, and that the bids are to be opened in the "Old City Council Chambers," 250 Main Street, Watsonville, California, on Thursday, April 23, 2020, at 11:00 A.M., and the City Clerk is hereby directed to give notice inviting such sealed bids in the time, form, and manner provided by law.
3. That hand-carried bids should be delivered to the City of Watsonville, 250 Main Street, Watsonville, California, c/o Purchasing Officer. Bidders may mail bids at their own risk to the City of Watsonville, c/o Purchasing Officer, 250 Main Street, Watsonville, California 95076.
4. That after the bids are opened, they shall be tabulated and analyzed and a report submitted to the City Manager, who shall recommend the awarding, or other action to the Council at its next regular meeting, or as soon thereafter as possible.

**City of Watsonville
Public Works & Utilities Department**

M E M O R A N D U M



DATE: February 20, 2020

TO: Matthew D. Huffaker, City Manager

FROM: Steve Palmisano, Director of Public Works & Utilities
Robert Berry, Senior Utilities Engineer

SUBJECT: Consultant Contract for Solar Maintenance with SST Construction,
LLC dba SunSystems Technology in the amount of \$104,370

AGENDA ITEM: March 10, 2020 City Council

RECOMMENDATION:

Staff recommends that the City Council approve the consultant contract with SST Construction, LLC dba SunSystems Technology of Rancho Cordova, CA, to provide operation and maintenance services for the City's solar photovoltaic systems at three City sites. The amount of the contract is \$104,370 and the duration is five years.

DISCUSSION:

In 2011 the City awarded a contract to Ecoplexus Inc. for the installation of solar panels at three City sites: City Hall, the Municipal Service Center, and the Water Resource Center. Work was successfully completed by the end of 2012, and in 2013 the systems were on-line. Included in the contract was a five-year operations and maintenance agreement. This agreement provided annual visits to check on the equipment, day to day monitoring of the systems that they were properly working, and bi-annual cleanings.

By 2019, it was time to renew the agreement. Ecoplexus chose not to renew the contract, stating that their business model has moved on to larger projects. The City, working with Sage Energy Consultants, solicited new prices for the work through a request for proposal process. The duration of the requested contract proposals was five years. The City received three proposals:

SunSystem Technology / Rancho Cordova, CA	\$104,370
MaxGen Energy Services / Costa Mesa, CA	\$132,824
Sandbar Solar and Electric / Santa Cruz, CA	\$207,003

SST Construction, LLC is a limited liability company with [C-46 Solar License No. 1009107](#) from the State Contractor's License Board.

Staff recommends that Council approve the five-year Consultant Agreement with SST Construction, LLC dba SunSystems Technology in the amount of \$104,370 (an average of about \$21,000/year) expiring March 2025.

STRATEGIC PLAN:

This project is consistent with the Strategic Plan goal of Infrastructure and Environment by maintaining the City's investment in photovoltaic infrastructure.

FINANCIAL IMPACT:

This contract will be paid for out of the General Fund, Water Enterprise Fund, and Wastewater Enterprise fund. Charges will be divided up based upon the size of each site's photovoltaic system. City Hall / General Fund – 17%; MSC / Water Fund – 27%, WRC / Wastewater Fund – 56%.

ALTERNATIVES:

None

ATTACHMENTS:

None

cc: City Attorney

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE AWARDING A CONTRACT TO SST CONSTRUCTION, LLC., DBA SUNSYSTEMS TECHNOLOGY TO PROVIDE OPERATION AND MAINTENANCE SERVICES FOR THE CITY'S SOLAR PHOTOVOLTAIC SYSTEMS AT THREE CITY SITES, IN AN AMOUNT NOT TO EXCEED \$104,370 FOR FIVE YEARS, AND AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE SAME (\$104,370 WILL BE FUNDED BY THE GENERAL FUND – 17%, WATER ENTERPRISE FUND – 27%, AND WASTEWATER FUND – 56%)

WHEREAS, the City, working with the advice of Sage Energy Consultants, issued a Request for Proposals (RFQ) for operation and maintenance services for the City's solar photovoltaic systems at three City sites - City Hall, Municipal Service Center and Water Resource Center; and

WHEREAS, City staff ranked the proposals received for the consideration of the City Manager and submission to the City Council; and

WHEREAS, the City Manager recommends the proposal from SST Construction, LLC., dba SunSystems Technology, in an amount not to exceed \$104,370 (a little over \$20,000/year), be accepted as the best response.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. That the proposal of SST Construction, LLC., dba SunSystems Technology, in an amount not to exceed \$104,370, over five years, is hereby accepted.
2. That the Contract for Consultant Services between the City of Watsonville and SST Construction, LLC., dba SunSystems Technology, to provide operation and maintenance services for the City's solar photovoltaic systems at three City sites - City Hall, Municipal Service Center and Water Resource Center, a copy of which Contract is attached

hereto and incorporated herein by this reference, is fair and equitable and is hereby ratified and approved.

3. Consultant shall file FPPC form 700s and 805s pursuant to section 19 of the Contract.

4. That the City Manager be and is hereby authorized and directed to execute the Contract for and on behalf of the City.

5. That all other proposals are hereby rejected.

**CONTRACT FOR CONSULTANT SERVICES BETWEEN
THE CITY OF WATSONVILLE AND SST CONSTRUCTION, LLC dba SUNSYSTEM
TECHNOLOGY**

THIS CONTRACT, is made and entered into this February 24, 2020, by and between the **City of Watsonville**, a municipal corporation, hereinafter called "City," and **SST Construction, LLC dba SunSystem Technology**, hereinafter called "Consultant."

WITNESSETH

WHEREAS, the City needs to obtain certain professional, technical and/or specialized services of an independent contractor to assist the City in the most economical manner; and

WHEREAS, Consultant has represented that consultant has appropriate skill, training, qualifications, and experience to render such services called for under this Contract to City.

THE PARTIES HEREBY AGREE AS FOLLOWS:

SECTION 1. SCOPE OF SERVICES. Consultant shall perform those services described in detail in Exhibit "A," entitled "SCOPE OF SERVICES" which exhibit is attached hereto and incorporated herein.

SECTION 2. TERM OF CONTRACT. The term of this Contract shall be from March 11, 2020 to March 10, 2025, inclusive.

SECTION 3. SCHEDULE OF PERFORMANCE. The services of Consultant are to be completed according to the schedule set out in Exhibit "B," entitled "SCHEDULE OF PERFORMANCE," which is attached hereto and incorporated herein. Consultant will diligently proceed with the agreed Scope of Services and will provide such services in a timely manner in accordance with the "SCHEDULE OF PERFORMANCE."

SECTION 4. COMPENSATION. The compensation to be paid to Consultant including both payment for professional services and reimbursable expenses as well as the rate and schedule of payment are set out in Exhibit "C" entitled "COMPENSATION," which is attached hereto and incorporated herein. This amount shall not exceed \$104,370.

SECTION 5. METHOD OF PAYMENT. Except as otherwise provided in Exhibit "C," each month, Consultant shall furnish to the City a statement describing the work performed for compensation during the preceding month. Such statement shall also include a detailed record of the month's actual reimbursable expenditures.

SECTION 6. INDEPENDENT CONSULTANT. It is understood and agreed that Consultant, in the performance of the work and services agreed to be performed by

Consultant, shall act as and be an independent Consultant and not an agent or employee of City, and as an independent Consultant, shall obtain no rights to retirement benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights.

SECTION 7. ASSIGNABILITY. Consultant shall not assign or transfer any interest in this Contract nor the performance of any of Consultant's obligations hereunder, without the prior written consent of City, and any attempt by Consultant to so assign this Contract or any rights, duties or obligations arising hereunder shall be void and of no effect.

SECTION 8. INDEMNIFICATION. Consultant represents that Consultant has the expertise and experience necessary to perform the services and duties agreed to be performed by Consultant under this Contract, and City is relying upon the skill and knowledge of Consultant to perform said services and duties. Consultant agrees to defend, indemnify and hold harmless City, its officers, agents, and employees, against any loss or liability arising out of or resulting in any way from work performed by or on behalf of Consultant under this Contract or the errors or omissions by Consultant.

SECTION 9. INSURANCE.

A. Auto and Commercial General Liability Insurance. Consultant shall also maintain in full force and effect for the term of this Contract, automobile insurance and commercial general liability insurance with an insurance carrier satisfactory to City, which insurance shall include protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from any actual occurrence arising out of the performance of this Contract. The amounts of insurance shall not be less than the following:

(1) Commercial general liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000.00 per occurrence. If such insurance contains a general aggregate limit, such limit shall apply separately to each project Consultant performs for City. Such insurance shall (a) name City, its appointed and elected officials, and its employees as insureds; and (b) be primary with respect to insurance or self-insurance programs maintained by City and (c) contain standard separation of insured's provisions.

(2) Business automobile liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000.00 per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.

B. Workers' Compensation Insurance. In accordance with the provisions of Section 3700 of the Labor Code, Consultant shall be insured against liability for Workers' Compensation or undertake self-insurance. Consultant agrees to comply with such provisions before commencing performance of any work under this Contract.

C. Proof of Insurance to City before Notice to Proceed to Work. Consultant shall satisfactorily provide certificates and endorsements of insurance to the City Clerk before Notice to Proceed to Work of this Contract will be issued. Certificates and policies shall state that the policy shall not be canceled or reduced in coverage without thirty (30) days written notice to City. Approval of insurance by City shall not relieve or decrease the extent to which Consultant may be held responsible for payment of damages resulting from services or operations performed pursuant to this Contract. Consultant shall not perform any work under this Contract until Consultant has obtained the required insurance and until the required certificates have been submitted to the City and approved by the City Attorney. If Consultant fails or refuses to produce or maintain the insurance required by these provisions, or fails or refuses to furnish City required proof that insurance has been procured and is in force and paid for, City shall have the right at City's election to forthwith terminate this Contract immediately without any financial or contractual obligation to the City. As a result of such termination, the City reserves the right to employ another consultant to complete the project.

D. Written notice. Contractor shall provide immediate written notice if (1) any insurance policy required by this Contract is terminated; (2) any policy limit is reduced; (3) or any deductible or self insured retention is increased.

SECTION 10. NON-DISCRIMINATION. Consultant shall not discriminate, in any way, against any person on the basis of age, sex, race, color, creed, national origin, or disability in connection with or related to the performance of this Contract.

SECTION 11. TERMINATION.

A. City and Consultant shall have the right to terminate this Contract, without cause, by giving not less than ten (10) days written notice of termination.

B. If Consultant fails to perform any of its material obligations under this Contract, in addition to all other remedies provided by law, City may terminate this Contract immediately upon written notice.

C. The City Manager is empowered to terminate this Contract on behalf of City.

D. In the event of termination, Consultant shall deliver to City copies of all work papers, schedules, reports and other work performed by Consultant and upon receipt thereof, Consultant shall be paid in full for services performed and reimbursable expenses incurred to the date of termination.

SECTION 12. COMPLIANCE WITH LAWS. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local governments. Consultant shall obtain and maintain a City of Watsonville business license during the term of this Contract.

SECTION 13. GOVERNING LAW. City and Consultant agree that the law governing this Contract shall be that of the State of California. Any suit brought by either party against the other arising out of the performance of this Contract shall be filed and maintained in the Courts of the County of Santa Cruz.

SECTION 14. PRIOR CONTRACTS AND AMENDMENTS. This Contract represents the entire understanding of the parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Contract may only be modified by a written amendment.

SECTION 15. CONFIDENTIAL INFORMATION. Except as may be required by law, all data, documents, discussions, or other information developed or received by or for Consultant in performance of this Contract are confidential and not to be disclosed to any person except as authorized by the City Manager.

SECTION 16. OWNERSHIP OF MATERIALS. All reports, documents or other materials developed or received by Consultant or any other person engaged directly by Consultant to perform the services required hereunder shall be and remain the property of City without restriction or limitation upon their use.

SECTION 17. COVENANT AGAINST CONTINGENT FEES. The Consultant covenants that Consultant has not employed or retained any company or person to solicit or secure the Contract, and that Consultant has not paid or agreed to pay any company or person, any fees, commissions, percentage, brokerage fee, gift, or any other consideration contingent on or resulting from the award or making of this Contract. For breach or violation of this covenant, the City shall have the right to annul this Contract without liability, or in its discretion, to deduct from the contract price or consideration or otherwise recover, the full amount of such fee, commission, percentage fee, gift, or contingency.

SECTION 18. WAIVER. Consultant agrees that waiver by City or any one or more of the conditions of performance under this Contract shall not be construed as waiver of any other condition of performance under this Contract.

SECTION 19. CONFLICT OF INTEREST.

A. A Consultant shall avoid all conflict of interest or appearance of conflict of interest in performance of this Contract. Consultant shall file a FPPC Form 700 disclosure statement, which form shall be filed with the City Clerk within thirty (30) days from the effective date of this Contract as applicable.

B. No member, officer, or employee of the City, during their tenure, or for one (1) year thereafter, shall have any interest, direct or indirect, in this Contract or the

proceeds thereof and Consultant agrees not to allow, permit, grant, transfer, or otherwise do anything which will result in such member, officer, or employee of the City from having such interest.

SECTION 20. AUDIT BOOKS AND RECORDS. Consultant shall make available to City, its authorized agents, officers and employees, for examination any and all ledgers and books of account, invoices, vouchers, canceled checks and other records or documents evidencing or related to the expenditures and disbursements charged to the City, and shall furnish to City, its authorized agents and employees, such other evidence or information as City may require with respect to any such expense or disbursement charged by Consultant.

SECTION 21. NOTICES. All notices shall be personally served or mailed, postage prepaid, to the following addresses, or to such other address as may be designated by written notice by the parties:

CITY	CONSULTANT
City Clerk's Office 275 Main Street, Suite 400 Watsonville, CA 95076 (831) 768-3040	SST Construction, LLC dba SunSystem Technology 2731 Citrus Road, Suite D Rancho Cordova, CA 95742 (916) 879-3310

SECTION 22. EXHIBITS:

Exhibit A: Scope of Services
Exhibit B: Schedule of Performance
Exhibit C: Compensation

///

///

///

///

WITNESS THE EXECUTION HEREOF, on the day and year first hereinabove written.

CITY

CITY OF WATSONVILLE

BY _____

Matthew D. Huffaker, City Manager

CONSULTANT

**SST CONSTRUCTION, LLC dba
SUNSYSTEM TECHNOLOGY**

BY _____

Derek Chase, CEO



ATTEST:

BY _____

Beatriz Vázquez Flores, City Clerk

APPROVED AS TO FORM:

BY _____

Alan J. Smith, City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

Consultant will provide Operations and Maintenance services for the City's solar photovoltaic systems at three (3) City sites. A detailed description of the Scope of Services is included in Exhibit D: SunSystem Technology Proposal.

Description of Systems

1. **City Hall – 250 Main Street – Roof Mount System – 84.3 kWp**
2. **Municipal Service Center – 320 Harvest Drive – Roof Mount System – 145.1 kWp**
3. **Water Resource Center – 500 Clearwater Lane – Ground Mount System – 252.16 kWp and Roof Mount System – 92.6 kWp**

Consultant to provide the following services:

1. Customer Service Support (Continuous)
2. Preventative Maintenance, Inspections, and Testing (Annual)
 - a. Inverter Preventative Maintenance for Water Resource Center (Bi-Annual)
3. Module Cleaning (Bi-Annual)
4. Corrective Maintenance (As-Needed at Additional Cost)
5. Performance Monitoring Website Access including Subscription Fees (Continuous)
6. Performance Monitoring and Notification (Daily)
7. Performance Review and Reports (Annual)

All work, including module washing, is to be performed per prevailing wages set forth per California's Department of Industrial Relations.

EXHIBIT "B"

SCHEDULE OF PERFORMANCE

Services shall commence immediately upon execution of this Contract. All services performed under the provisions of this Contract shall be completed in accordance with the following schedule:

The Consultant will provide the scope of services for an initial term of five (5) years. Following the expiration of the initial term the City may renew the Contract for two (2) additional terms of five (5) years each.

EXHIBIT "C"

COMPENSATION

- a. **Total Compensation.** The total obligation of City under this Contract shall not exceed \$104,370.
- b. **Basis for Payment.** Payment(s) to Consultant for services performed under this contract shall be made as follows and shall not include payment for reimbursable expenses.
- c. **Payment Request.** Consultant shall submit a request for payment for services on a quarterly basis by letter to Director, or said Director's designated representative. Such request for payment shall cover the preceding monthly period during the term hereof, shall note the City's purchase order number for this contract, shall contain a detailed listing of the total number of items or tasks or hours for which payment is requested, the individual dates on which such services were rendered, and invoices for reimbursable expenses, if any. Upon receipt in the Office of Director of said payment request, Director shall cause payment to be initiated to Consultant for appropriate compensation.

The compensation for the scope of services is included in the table below. All pricing includes prevailing wages. The total compensation for the five (5) year term is **\$104,370.** Cost breakdowns are shown in the tables below.

Table 1: Preventative Maintenance Fees

Site	Year-1	Year-2	Year-3	Year-4	Year-5	Total
City Hall	\$1,896	\$1,896	\$1,896	\$1,896	\$1,896	\$9,480
Municipal Service Center	\$2,918	\$2,918	\$2,918	\$2,918	\$2,918	\$14,590
Water Resource Center	\$4,368	\$4,368	\$4,368	\$4,368	\$4,368	\$21,840
Total	\$9,182	\$9,182	\$9,182	\$9,182	\$9,182	\$45,910

Table 2: Module Cleaning Fees

Site	Year-1	Year-2	Year-3	Year-4	Year-5	Total
City Hall	\$1,980	\$1,980	\$1,980	\$1,980	\$1,980	\$9,900
Municipal Service Center	\$2,594	\$2,594	\$2,594	\$2,594	\$2,594	\$12,970
Water Resource Center	\$7,118	\$7,118	\$7,118	\$7,118	\$7,118	\$35,590
Total	\$11,692	\$11,692	\$11,692	\$11,692	\$11,692	\$58,460

Table 3: Total Annual Fees

Site	Year-1	Year-2	Year-3	Year-4	Year-5	Total
City Hall	\$3,876	\$3,876	\$3,876	\$3,876	\$3,876	\$19,380
Municipal Service Center	\$5,512	\$5,512	\$5,512	\$5,512	\$5,512	\$27,560
Water Resource Center	\$11,486	\$11,486	\$11,486	\$11,486	\$11,486	\$57,430
Total	\$20,874	\$20,874	\$20,874	\$20,874	\$20,874	\$104,370

**City of Watsonville
Public Works & Utilities Department**

M E M O R A N D U M



DATE: **March 5, 2020**

TO: **Matthew D. Huffaker, City Manager**

FROM: **Steve Palmisano, Director of Public Works and Utilities
Christian Di Renzo, Assistant Director of Public Works and Utilities**

SUBJECT: **Authorize City Manager to execute contract for on-call SCADA system integration services with Calcon Systems, Inc. in an amount not-to-exceed \$285,000 over three years from FY 20/21 through FY 22/23**

AGENDA ITEM: **March 10, 2020** **City Council**

RECOMMENDATION:

It is recommended that the City Council approve a resolution authorizing the City Manager to execute a contract for on-call Supervisory Control and Data Acquisition (SCADA) system integration services with Calcon Systems, Inc. in an amount not to exceed \$285,000 over three years (an average of about \$95,000/year) from FY 20/21 through FY 22/23 when the contract expires.

DISCUSSION:

The City's wastewater and wastewater treatment functions rely on a myriad of processes that when functioning under optimal conditions ensure the continued provision of a critical service. While the Public Works and Utilities Department has one full-time Utilities Electrical/Instrumentation Technician who assists in the maintenance of computerized control systems, the sheer volume and expertise required to conduct both preventative maintenance, troubleshooting, and perform general updates to both the wastewater and water treatment facilities necessitates that an on-call service agreement be in place to supplement staffing limitations.

Most recently, staff within the Public Works and Utilities Department solicited proposals from qualifying firms for on-call SCADA integration services. SCADA is a type of process control system architecture that uses computers, networked data communications and graphical Human Machine Interfaces (HMIs) to enable a high-level process supervisory management and control. The City's utilities operate Wonderware as its SCADA software.

Three proposals were received to provide SCADA troubleshooting; conduct diagnostics and repair existing and new installations (including equipment, SCADA system hardware, software, telemetry, etc.); and programming of the City's computerized control system, HMIs or Programmable Logic Controllers (PLCs) to compensate for system equipment issues or process changes as dictated by staff.

Calcon Systems, Inc. Is a corporation in good standing with the Secretary of State, is located in San Ramon, California and holds California Electrical Contractors License No. 508284 from the California State Contractors License Board.

Calcon Systems, Inc. was chosen due to its extensive familiarity with the City's SCADA and PLC control system having served as the primary integrator for several years. This in-depth knowledge and understanding will enable Calcon Systems, Inc. to provide more expeditious support thus rendering their service more cost-effective.

STRATEGIC PLAN:

This request is consistent with the City Council Strategic Plan, Goal 3 Infrastructure and Environment.

FINANCIAL IMPACT:

The purchase order in the amount of \$285,000 is to be spread over three fiscal years. Each year's \$95,000 expenditures will be shared by the wastewater and water operation utilities: \$70,000 and \$25,000, respectively and paid by utility rate payers, in accounts 0710-530-7361 and 0720-597-7361. This expenditure will be budgeted each fiscal year.

ALTERNATIVES:

City Council may decide not to approve the purchase request. The Public Works and Utilities Department has just one Utilities Electrical/Instrumentation Technician that provides maintenance support to both the wastewater and water infrastructure. One FTE is insufficient to render timely preventative maintenance and troubleshooting services so an on-call service agreement is necessary to augment staff. Without such an agreement, plant and facilities functionality could be seriously jeopardized.

ATTACHMENTS:

None

cc: City Attorney

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE AWARDING A CONTRACT TO CALCON SYSTEMS, INC., A CORPORATION, FOR ON-CALL SCADA SYSTEM INTEGRATION SERVICES, IN AN AMOUNT NOT TO EXCEED \$285,000 OVER THREE YEARS FROM FY 20/21 THROUGH FY 22/23, AND AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE SAME (\$285,000 WILL BE SPREAD OVER THREE FISCAL YEARS: FUNDED BY WASTEWATER ENTERPRISE FUND - \$70,000 PER FISCAL YEAR AND WATER ENTERPRISE FUND - \$25,000 PER FISCAL YEAR)

WHEREAS, a Request for Proposals (RFP) was issued for on-call Supervisory Control and Date Acquisition (SCADA) system integration services for the Wastewater utility enterprise; and

WHEREAS, City staff ranked the proposals received for the consideration of the City Manager and submission to the City Council; and

WHEREAS, the City Manager has recommended that the proposal from Calcon Systems, Inc., a corporation, in an amount not to exceed \$285,000 over three years from FY 20/21 through FY 22/23, be accepted as the best response.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. That the proposal of Calcon Systems, Inc., a corporation, in an amount not to exceed \$285,000 over three years from FY 20/21 through FY 22/23, is hereby accepted.
2. That the Contract for Consultant Services between the City of Watsonville and Calcon Systems, Inc., a corporation, for on-call Supervisory Control and Date Acquisition (SCADA) system integration services for the water and wastewater utility enterprises, a copy of which Contract is attached hereto and incorporated herein by this reference, is fair and equitable and is hereby ratified and approved.
3. Consultant shall file FPPC form 700s and 805s pursuant to section 19 of the Contract.

4. That the City Manager be and is hereby authorized and directed to execute the Contract for and on behalf of the City.
5. That all other proposals are hereby rejected.

CONTRACT FOR CONSULTANT SERVICES BETWEEN THE CITY OF WATSONVILLE AND CALCON SYSTEMS

THIS CONTRACT, is made and entered into this 4th day of February, 2020, by and between the **City of Watsonville**, a municipal corporation, hereinafter called "City," and **CALCON SYSTEMS**, hereinafter called "Consultant."

WITNESSETH

WHEREAS, the City needs to obtain certain professional, technical and/or specialized services of an independent contractor to assist the City in the most economical manner; and

WHEREAS, Consultant has represented that consultant has appropriate skill, training, qualifications, and experience to render such services called for under this Contract to City.

THE PARTIES HEREBY AGREE AS FOLLOWS:

SECTION 1. SCOPE OF SERVICES. Consultant shall perform those services described in detail in Exhibit "A," entitled "SCOPE OF SERVICES" which exhibit is attached hereto and incorporated herein.

SECTION 2. TERM OF CONTRACT. The term of this Contract shall be from July 1st, 2020 to June 30th, 2023, inclusive.

SECTION 3. SCHEDULE OF PERFORMANCE. The services of Consultant are to be completed according to the schedule set out in Exhibit "B," entitled "SCHEDULE OF PERFORMANCE," which is attached hereto and incorporated herein. Consultant will diligently proceed with the agreed Scope of Services and will provide such services in a timely manner in accordance with the "SCHEDULE OF PERFORMANCE."

SECTION 4. COMPENSATION. The compensation to be paid to Consultant including both payment for professional services and reimbursable expenses as well as the rate and schedule of payment are set out in Exhibit "C" entitled "COMPENSATION," which is attached hereto and incorporated herein. This amount shall not exceed \$285,000.00.

SECTION 5. METHOD OF PAYMENT. Except as otherwise provided in Exhibit "C," each month, Consultant shall furnish to the City a statement describing the work performed for compensation during the preceding month. Such statement shall also include a detailed record of the month's actual reimbursable expenditures.

SECTION 6. INDEPENDENT CONSULTANT. It is understood and agreed that Consultant, in the performance of the work and services agreed to be performed by Consultant, shall act as and be an independent Consultant and not an agent or

employee of City, and as an independent Consultant, shall obtain no rights to retirement benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights.

SECTION 7. ASSIGNABILITY. Consultant shall not assign or transfer any interest in this Contract nor the performance of any of Consultant's obligations hereunder, without the prior written consent of City, and any attempt by Consultant to so assign this Contract or any rights, duties or obligations arising hereunder shall be void and of no effect.

SECTION 8. INDEMNIFICATION. Consultant represents that Consultant has the expertise and experience necessary to perform the services and duties agreed to be performed by Consultant under this Contract, and City is relying upon the skill and knowledge of Consultant to perform said services and duties. Consultant agrees to defend, indemnify and hold harmless City, its officers, agents, and employees, against any loss or liability arising out of or resulting in any way from work performed by or on behalf of Consultant under this Contract or the errors or omissions by Consultant.

SECTION 9. INSURANCE.

A. Auto and Commercial General Liability Insurance. Consultant shall also maintain in full force and effect for the term of this Contract, automobile insurance and commercial general liability insurance with an insurance carrier satisfactory to City, which insurance shall include protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from any actual occurrence arising out of the performance of this Contract. The amounts of insurance shall not be less than the following:

(1) Commercial general liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000.00 per occurrence. If such insurance contains a general aggregate limit, such limit shall apply separately to each project Consultant performs for City. Such insurance shall (a) name City, its appointed and elected officials, and its employees as insureds; and (b) be primary with respect to insurance or self-insurance programs maintained by City and (c) contain standard separation of insured's provisions.

(2) Business automobile liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000.00 per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.

B. Workers' Compensation Insurance. In accordance with the provisions of Section 3700 of the Labor Code, Consultant shall be insured against liability for Workers' Compensation or undertake self-insurance. Consultant agrees to comply with such provisions before commencing performance of any work under this Contract.

C. Proof of Insurance to City before Notice to Proceed to Work. Consultant shall satisfactorily provide certificates and endorsements of insurance to the City Clerk before Notice to Proceed to Work of this Contract will be issued. Certificates and policies shall state that the policy shall not be canceled or reduced in coverage without thirty (30) days written notice to City. Approval of insurance by City shall not relieve or decrease the extent to which Consultant may be held responsible for payment of damages resulting from services or operations performed pursuant to this Contract. Consultant shall not perform any work under this Contract until Consultant has obtained the required insurance and until the required certificates have been submitted to the City and approved by the City Attorney. If Consultant fails or refuses to produce or maintain the insurance required by these provisions, or fails or refuses to furnish City required proof that insurance has been procured and is in force and paid for, City shall have the right at City's election to forthwith terminate this Contract immediately without any financial or contractual obligation to the City. As a result of such termination, the City reserves the right to employ another consultant to complete the project.

D. Written notice. Contractor shall provide immediate written notice if (1) any insurance policy required by this Contract is terminated; (2) any policy limit is reduced; (3) or any deductible or self insured retention is increased.

SECTION 10. NON-DISCRIMINATION. Consultant shall not discriminate, in any way, against any person on the basis of age, sex, race, color, creed, national origin, or disability in connection with or related to the performance of this Contract.

SECTION 11. TERMINATION.

A. City and Consultant shall have the right to terminate this Contract, without cause, by giving not less than ten (10) days written notice of termination.

B. If Consultant fails to perform any of its material obligations under this Contract, in addition to all other remedies provided by law, City may terminate this Contract immediately upon written notice.

C. The City Manager is empowered to terminate this Contract on behalf of City.

D. In the event of termination, Consultant shall deliver to City copies of all work papers, schedules, reports and other work performed by Consultant and upon receipt thereof, Consultant shall be paid in full for services performed and reimbursable expenses incurred to the date of termination.

SECTION 12. COMPLIANCE WITH LAWS. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local governments. Consultant shall obtain and maintain a City of Watsonville business license during the term of this Contract.

SECTION 13. GOVERNING LAW. City and Consultant agree that the law governing this Contract shall be that of the State of California. Any suit brought by either party against the other arising out of the performance of this Contract shall be filed and maintained in the Courts of the County of Santa Cruz.

SECTION 14. PRIOR CONTRACTS AND AMENDMENTS. This Contract represents the entire understanding of the parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Contract may only be modified by a written amendment.

SECTION 15. CONFIDENTIAL INFORMATION. Except as may be required by law, all data, documents, discussions, or other information developed or received by or for Consultant in performance of this Contract are confidential and not to be disclosed to any person except as authorized by the City Manager.

SECTION 16. OWNERSHIP OF MATERIALS. All reports, documents or other materials developed or received by Consultant or any other person engaged directly by Consultant to perform the services required hereunder shall be and remain the property of City without restriction or limitation upon their use.

SECTION 17. COVENANT AGAINST CONTINGENT FEES. The Consultant covenants that Consultant has not employed or retained any company or person to solicit or secure the Contract, and that Consultant has not paid or agreed to pay any company or person, any fees, commissions, percentage, brokerage fee, gift, or any other consideration contingent on or resulting from the award or making of this Contract. For breach or violation of this covenant, the City shall have the right to annul this Contract without liability, or in its discretion, to deduct from the contract price or consideration or otherwise recover, the full amount of such fee, commission, percentage fee, gift, or contingency.

SECTION 18. WAIVER. Consultant agrees that waiver by City or any one or more of the conditions of performance under this Contract shall not be construed as waiver of any other condition of performance under this Contract.

SECTION 19. CONFLICT OF INTEREST.

A. A Consultant shall avoid all conflict of interest or appearance of conflict of interest in performance of this Contract. Consultant shall file a FPPC Form 700 disclosure statement, which form shall be filed with the City Clerk within thirty (30) days from the effective date of this Contract as applicable.

B. No member, officer, or employee of the City, during their tenure, or for one (1) year thereafter, shall have any interest, direct or indirect, in this Contract or the

proceeds thereof and Consultant agrees not to allow, permit, grant, transfer, or otherwise do anything which will result in such member, officer, or employee of the City from having such interest.

SECTION 20. AUDIT BOOKS AND RECORDS. Consultant shall make available to City, its authorized agents, officers and employees, for examination any and all ledgers and books of account, invoices, vouchers, canceled checks and other records or documents evidencing or related to the expenditures and disbursements charged to the City, and shall furnish to City, its authorized agents and employees, such other evidence or information as City may require with respect to any such expense or disbursement charged by Consultant.

SECTION 21. NOTICES. All notices shall be personally served or mailed, postage prepaid, to the following addresses, or to such other address as may be designated by written notice by the parties:

CITY

City Clerk's Office
275 Main Street, Suite 400
Watsonville, CA 95076
(831) 768-3040

CONSULTANT

Ryan Smith
General Manager
Calcon Systems, Inc.
12919 Alcosta Blvd, Ste 9
San Ramon, CA 94583

SECTION 22. EXHIBITS:

Exhibit A: Scope of Services
Exhibit B: Schedule of Performance
Exhibit C: Compensation

///

///

///

///

WITNESS THE EXECUTION HEREOF, on the day and year first hereinabove written.

CITY

CITY OF WATSONVILLE

BY _____

Matthew D. Huffaker, City Manager

CONSULTANT

BY _____


Ryan Smith, General Manager

ATTEST:

BY _____

Beatriz Vázquez Flores, City Clerk

APPROVED AS TO FORM:

BY _____

Alan J. Smith, City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

See Attachment 1

The following is a list of services to be provided by the Plaintiff to the Defendant in connection with the Plaintiff's claims for damages and other relief against the Defendant.

EXHIBIT "B"

SCHEDULE OF PERFORMANCE

Services shall commence immediately upon execution of this Contract. All services performed under the provisions of this Contract shall be completed in accordance with the following schedule: July 1st, 2020 through June 30th, 2023.

EXHIBIT "C"

COMPENSATION

- a. Total Compensation. The total obligation of City under this Contract shall not exceed \$285,000.00. See Attachment 2.
- b. Basis for Payment. Payments to Consultant for services performed under this contract shall be made as follows and shall not include payment for reimbursable expenses:
- c. Payment Request. Consultant shall submit a request for payment for services on a monthly basis by letter to Director, or said Director's designated representative. Such request for payment shall cover the preceding monthly period during the term hereof, shall note the City's purchase order number for this contract, shall contain a detailed listing of the total number of items or tasks or hours for which payment is requested, the individual dates on which such services were rendered, and invoices for reimbursable expenses, if any. Upon receipt in the Office of Director of said payment request, Director shall cause payment to be initiated to Consultant for appropriate compensation.

ATTACHMENT 1

EXHIBIT "A"

On-call, as needed, SCADA and PLC system integration services providing design, programming, and SCADA design for system updates and reliability purposes, including troubleshooting and the provision of AutoCad drawings.



Project Understanding and Approach

Calcon Systems has extensive familiarity with the current Watsonville SCADA and PLC control system. We have been the primary integrator for the City Water and Wastewater systems for many years now and have been responsible for design and programming of many of the Water and Wastewater control components. We will use this knowledgeable to ensure continued operation and reliability of the control system ongoing into the future, with great value to the District in that we are already knowledgeable of the system state and history. We have the experience that will allow us to troubleshoot existing systems and determine the best repair/upgrade strategies. Our experience not only tells us what is needed to maintain the system, but why it needs to operate the way it does. We have maintained close working relationships with the Operators and Maintenance staff of City of Watsonville, working together with the employees to ensure they have the system they need to efficiently and safely do their job.

With our experience in the Industrial Controls field we have maintained/designed a large number of Northern California/Bay Area Water/Wastewater plants. Being a local and knowledgeable Industrial Integrator, who is a qualified and certified expert on a wide range of Industrial equipment that is found at any Water/Wastewater plant, we can provide quick and knowledgeable responses to equipment emergencies. We are located in San Ramon, which is about 2 hours from Watsonville. This will allow us to respond to a critical situation quickly, mitigating downtime. We have a wide range of experienced technicians that can be called out to respond to emergency situations with quick and responsive service, if the primary Project Manager cannot field the call personally. This allows us to be able to deliver quick response times, while not charging an "always on call" service fee.

Our management strategy for Watsonville, as well as our other customers, is to have a dedicated Project Manager in charge of handling the oversight of the ongoing projects and needs of the customer. While our General Manager and Company President will ensure that the Project Managers are keeping focused on the needs of the customers. Project Managers will then work with our Technicians and Electrical crew to complete projects and provide needed maintenance. Project Managers will provide the Design, Programming, and SCADA design to keep your system up to date and reliable. We have a fully qualified and UL Certified panel shop that can build new control panels and provide AutoCAD drawings for site equipment.

Using the experience that Calcon has with the City of Watsonville systems, we will continue our long history of support and provide the greatest value to the City. Our experienced and knowledgeable staff will continue to meet your needs in a safe, timely, and reliable way.

YEAR 1:

Standard business hours, Monday-Friday 7AM – 6PM on site time:

\$145 per hour labor and travel, portal-to-portal from our shop to customer's site.
4-hour minimum per service call.

After-hours, nights and weekends service calls:

\$225 per hour labor and travel, portal-to-portal from our shop to customer's site.
4-hour minimum per service call.

Travel/mileage charge per service call:

\$0.75 per mile travel mileage, portal-to-portal, per journey.

YEAR 2:

Standard business hours, Monday-Friday 7AM-6PM on site time:

\$150 per hour labor and travel, portal-to-portal from our shop to customer's site.
4-hour minimum per service call.

After-hours, nights and weekends service calls:

\$230 per hour labor and travel, portal-to-portal from our shop to customer's site.
4-hour minimum per service call.

Travel/mileage charges per service call:

\$0.75 per mile travel mileage, portal-to-portal, per journey.

YEAR 3:

Standard business hours, Monday-Friday 7AM-6PM on site time:

\$155 per hour labor and travel, portal-to-portal from our shop to customer's site.
4-hour minimum per service call.

After-hours, nights and weekends service calls:

\$235 per hour labor and travel, portal-to-portal from our shop to customer's site.
4-hour minimum per service call.

Travel/mileage charges per service call:

\$0.75 per mile travel mileage, portal-to-portal, per journey.

**City of Watsonville
Public Works and Utilities**

M E M O R A N D U M



DATE: **March 5, 2020**

TO: **Matthew D. Huffaker, City Manager**

FROM: **Steve Palmisano, Director Public Works & Utilities**
Beau Kayser, Water Operations Supervisor

SUBJECT: **Resolution approving a professional services agreement with Luhdorff & Scalmanini Consulting Engineers, Inc. to plan and design a Well/Pump Station and develop bid documents in an amount not to exceed \$434,088.**

AGENDA ITEM: **March 10, 2020** **City Council**

RECOMMENDATION:

Staff recommends that the City Council approve an agreement with Luhdorff & Scalmanini Consulting Engineers, Inc., a corporation, in an amount not to exceed \$434,088 to design a well and pump station and develop bid documents.

DISCUSSION:

Background

The City of Watsonville owns and operates fourteen groundwater wells accounted for as part of the City's Water Utility Enterprise. These Water Utility Enterprise wells provide over 90% of the total water supplied to our customers. If a well becomes unavailable, water can be supplied from another well in the system, thus limiting dependence on a single supply source.

The average well is almost 50 years old. Four wells are over 65 years old and are approaching the end of their useful life. Due to the age of the existing wells, it is necessary that additional well sites be identified and developed to supplement existing sources and maintain our water system's high level of reliability. This is also necessary in order to plan and account for rates to be charged Water Utility Enterprise customers after Proposition 218 rate studies.

The Water Utility has identified a possible well site near Roache Road and Airport Boulevard and needs professional assistance to design a well and pump station and develop bid documents.

Consultant Selection

In February 2017, City staff solicited statements of qualifications for professional well engineering services with the intent of selecting a qualified consultant to perform a hydrogeologic investigation and siting study for new municipal water supply well sites. The City received two statements of qualifications. Staff evaluated and ranked [Luhdorff & Scalmanini Consulting Engineers](#) as the most qualified firm. Luhdorff has offices in Oakland, Fresno, Woodland and Chico.

Luhdorff stood out especially with past work done at the City of Watsonville, City of Santa Cruz Water Department, Soquel Creek Water District, and Pajaro Valley Water Management Agency (PVWMA). In addition, the firm offered the ability to perform both hydrogeologic work and water well engineering from start to finish within one company, which provides a seamless and integrated project approach.

Scope of Work

The proposed Scope of Work is described in the Agreement attached to the Resolution and includes: well permitting, bidding, well construction oversight (project management?), and pump station design and construction oversight services for a new municipal well to be constructed at the City's identified location. The well will supplement the City's aging inventory of wells and add a reliable source of drinking water.

The main tasks in the scope of work include:

1. Project Coordination and Administration
2. Production Well Design and Construction
3. Pump Station Design and Construction
4. CEQA environmental review and document preparation – Optional Service

STRATEGIC PLAN:

This project is consistent with the Strategic Plan Goal 3, Infrastructure and Environment.

FINANCIAL IMPACT:

There is adequate funding in the Water Utility Enterprise Fund for this project. This project has been included in the current budget and will be paid for from fund 720-913-7831-14557.

ALTERNATIVES:

City Council may decide not to fund this project.

ATTACHMENTS:

None.

cc: City Attorney

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE AWARDING A CONTRACT TO LUHDORFF & SCALMANINI CONSULTING ENGINEERS, INC., A CORPORATION, TO PLAN AND DESIGN A NEW WELL AND PUMP STATION, AND DEVELOP BID DOCUMENTS, IN AN AMOUNT NOT TO EXCEED \$434,088, AND AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE SAME (\$434,088 WILL BE FUNDED BY THE WATER ENTERPRISE FUND)

WHEREAS, a Request for Qualifications (ROQ) was issued on January 25, 2017, to design a well and pump station and develop bid documents; and

WHEREAS, the deadline for submittal of Statement of Qualifications was February 23, 2017; and

WHEREAS, City staff ranked the proposals received for the consideration of the City Manager and submission to the City Council; and

WHEREAS, the City Manager has recommended that the proposal from Luhdorff & Scalmanini Consulting Engineers, Inc., a corporation, in an amount not to exceed \$434,088, be accepted as the most qualified firm.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. That the proposal of Luhdorff & Scalmanini Consulting Engineers, Inc., a corporation, in an amount not to exceed \$434,088, is hereby accepted.
2. That the Contract for Consultant Services between the City of Watsonville and Luhdorff & Scalmanini Consulting Engineers, Inc., a corporation, to design a new well and pump station, and develop bid documents, a copy of which Contract is attached hereto and incorporated herein by this reference, is fair and equitable and is hereby ratified and approved.

3. Consultant shall file FPPC form 700s and 805s pursuant to section 19 of the Contract.

4. That the City Manager be and is hereby authorized and directed to execute the Contract for and on behalf of the City.

5. That all other proposals are hereby rejected.

**CONTRACT FOR CONSULTANT SERVICES BETWEEN
THE CITY OF WATSONVILLE AND LUHDORFF & SCALMANINI CONSULTING
ENGINEERS, INC.**

THIS CONTRACT, is made and entered into this 25th day of February of 2020, by and between the **City of Watsonville**, a municipal corporation, hereinafter called "City," and **Luhdorff & Scalmanini Consulting Engineers, Inc.**, hereinafter called "Consultant."

WITNESSETH

WHEREAS, the City needs to obtain certain professional, technical and/or specialized services of an independent contractor to assist the City in the most economical manner; and

WHEREAS, Consultant has the requisite skill, training, qualifications, and experience to render such services called for under this Contract to City.

THE PARTIES HEREBY AGREE AS FOLLOWS:

SECTION 1. SCOPE OF SERVICES. Consultant shall perform those services as specified in detail in Exhibit "A," entitled "SCOPE OF SERVICES" which is attached hereto and incorporated herein.

SECTION 2. TERM OF CONTRACT. The term of this Contract shall be from March 10th, 2020 to December 31st, 2021, inclusive.

SECTION 3. SCHEDULE OF PERFORMANCE. The services of Consultant are to be completed according to the schedule set out in Exhibit "B," entitled "SCHEDULE OF PERFORMANCE," which is attached hereto and incorporated herein. Consultant will diligently proceed with the agreed Scope of Services and will provide such services in a timely manner in accordance with the "SCHEDULE OF PERFORMANCE."

SECTION 4. COMPENSATION. The compensation to be paid to Consultant including both payment for professional services and reimbursable expenses as well as the rate and schedule of payment are set out in Exhibit "C" entitled "COMPENSATION," which is attached hereto and incorporated herein.

SECTION 5. METHOD OF PAYMENT. Except as otherwise provided in Exhibit "C," each month, Consultant shall furnish to the City a statement of the work performed for compensation during the preceding month. Such statement shall also include a detailed record of the month's actual reimbursable expenditures.

SECTION 6. INDEPENDENT CONSULTANT. It is understood and agreed that Consultant, in the performance of the work and services agreed to be performed by Consultant, shall act as and be an independent Consultant and not an agent or employee of City, and as an independent Consultant, shall obtain no rights to retirement

benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights.

SECTION 7. ASSIGNABILITY. Consultant shall not assign or transfer any interest in this Contract nor the performance of any of Consultant's obligations hereunder, without the prior written consent of City, and any attempt by Consultant to so assign this Contract or any rights, duties or obligations arising hereunder shall be void and of no effect.

SECTION 8. INDEMNIFICATION.

To the full extent permitted by law (subject to the limitations of Civil Code section 2782.8 for any "design professional services" performed under this Contract), Consultant will indemnify, hold harmless, release and defend the City (including its officers, elected or appointed officials, employees, volunteers or agents) from and against any and all liability or claims (including actions, demands, damages, injuries, settlements, losses or costs [including legal costs and attorney's fees])(collectively "Liability") of any nature, to the extent arising out of, pertaining to, or relating to Consultant's negligence, recklessness, or willful misconduct in the performance of this Contract. In no event shall the cost to defend charged to the Consultant exceed the Consultant's proportionate percentage of fault. Consultant's indemnification obligations under this Contract are not limited by any limitations of any insurance held by Consultant, including, but not limited to, workers compensation insurance.

SECTION 9. INSURANCE.

A. Errors and Omissions Insurance. Consultant shall obtain and maintain in full force throughout the term of this Contract a professional liability insurance policy (Errors and Omissions), in a company authorized to issue such insurance in the State of California, with limits of liability of not less than One Million Dollars (\$1,000,000.00) to cover all professional services rendered pursuant to this Contract.

B. Auto and Commercial General Liability Insurance. Consultant shall also maintain in full force and effect for the term of this Contract, automobile insurance and commercial general liability insurance with an insurance carrier satisfactory to City, which insurance shall include protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from any actual occurrence arising out of the performance of this Contract. The amounts of insurance shall not be less than the following:

(1) Commercial general liability insurance, or equivalent form, with a combined single limit of not less than \$500,000.00 per occurrence. If such insurance contains a general aggregate limit, such limit shall apply separately to each project Consultant performs for City. Such insurance shall (a) name City, its appointed and elected officials, and its employees as insureds; and (b) be primary with respect to insurance or self-insurance programs maintained by City and (c) contain standard separation of insured's provisions.

(2) Business automobile liability insurance, or equivalent form, with a combined single limit of not less than \$500,000.00 per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.

C. Workers' Compensation Insurance. In accordance with the provisions of Section 3700 of the Labor Code, Consultant shall be insured against liability for Workers' Compensation or undertake self-insurance. Consultant agrees to comply with such provisions before commencing performance of any work under this Contract.

D. Proof of Insurance to City before Notice to Proceed to Work. Consultant shall satisfactorily provide certificates and endorsements of insurance to the City Clerk before Notice to Proceed to Work of this Contract will be issued. Certificates and policies shall state that the policy shall not be canceled or reduced in coverage without thirty (30) days written notice to City. Approval of insurance by City shall not relieve or decrease the extent to which Consultant may be held responsible for payment of damages resulting from services or operations performed pursuant to this Contract. Consultant shall not perform any work under this Contract until Consultant has obtained the required insurance and until the required certificates have been submitted to the City and approved by the City Attorney. If Consultant fails or refuses to produce or maintain the insurance required by these provisions, or fails or refuses to furnish City required proof that insurance has been procured and is in force and paid for, City shall have the right at City's election to forthwith terminate this Contract immediately without any financial or contractual obligation to the City. As a result of such termination, the City reserves the right to employ another consultant to complete the project.

E. Written notice. Contractor shall provide immediate written notice if (1) any insurance policy required by this Contract is terminated; (2) any policy limit is reduced; (3) or any deductible or self insured retention is increased.

SECTION 10. NON-DISCRIMINATION. Consultant shall not discriminate, in any way, against any person on the basis of age, sex, race, color, creed, national origin or disability in connection with or related to the performance of this Contract.

SECTION 11. TERMINATION.

A. City and Consultant shall have the right to terminate this Contract, without cause, by giving not less than ten (10) days written notice of termination.

B. If Consultant fails to perform any of its material obligations under this Contract, in addition to all other remedies provided by law, City may terminate this Contract immediately upon written notice.

C. The City Manager is empowered to terminate this Contract on behalf of City.

D. In the event of termination, Consultant shall deliver to City copies of all work papers, schedules, reports and other work performed by Consultant and upon receipt thereof, Consultant shall be paid in full for services performed and reimbursable expenses incurred to the date of termination.

SECTION 12. COMPLIANCE WITH LAWS. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local governments. Consultant shall obtain and maintain a City of Watsonville business license during the term of this Contract.

SECTION 13. GOVERNING LAW. City and Consultant agree that the law governing this Contract shall be that of the State of California. Any suit brought by either party against the other arising out of the performance of this Contract shall be filed and maintained in the Municipal or Superior Court of the County of Santa Cruz.

SECTION 14. PRIOR CONTRACTS AND AMENDMENTS. This Contract represents the entire understanding of the parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Contract may only be modified by a written amendment.

SECTION 15. CONFIDENTIAL INFORMATION. All data, documents, discussions or other information developed or received by or for Consultant in performance of this Contract are confidential and not to be disclosed to any person except as authorized by the City Manager or his designee, or as required by law.

SECTION 16. OWNERSHIP OF MATERIALS. All reports, documents or other materials developed or received by Consultant or any other person engaged directly by Consultant to perform the services required hereunder shall be and remain the property of City without restriction or limitation upon their use.

SECTION 17. COVENANT AGAINST CONTINGENT FEES. The Consultant covenants that Consultant has not employed or retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure the Contract, and that Consultant has not paid or agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fees, commissions, percentage, brokerage fee, gift, or any other consideration contingent on or resulting from the award or making of this Contract, for breach or violation of this covenant, the City shall have the right to annul this Contract without liability, or in its discretion, to deduct from the Contract price or consideration or otherwise recover, the full amount of such fee, commission, percentage fee, gift, or contingency.

SECTION 18. WAIVER. Consultant agrees that waiver by City or any one or more of the conditions of performance under this Contract shall not be construed as waiver of any other condition of performance under this Contract.

SECTION 19. CONFLICT OF INTEREST.

A. A Consultant shall avoid all conflict of interest or appearance of conflict of interest in performance of this Contract. Consultant shall file a disclosure statement, if required by City Council Resolution, which shall be filed within thirty (30) days from the effective date of this Contract or such Resolution, as applicable.

B. No member, officer, or employee of the City, during their tenure, or for one (1) year thereafter, shall have any interest, direct or indirect, in this Contract or the proceeds thereof and Consultant agrees not to allow, permit, grant, transfer, or otherwise do anything which will result in such member, officer, or employee of the City from having such interest.

SECTION 20. AUDIT BOOKS AND RECORDS. Consultant shall make available to City, its authorized agents, officers and employees, for examination any and all ledgers and books of account, invoices, vouchers, canceled checks and other records or documents evidencing or related to the expenditures and disbursements charged to the City, and shall furnish to City, its authorized agents and employees, such other evidence or information as City may require with respect to any such expense or disbursement charged by Consultant.

SECTION 21. NOTICES. All notices shall be personally served or mailed, postage prepaid, to the following addresses, or to such other address as may be designated by written notice by the parties:

CITY	CONSULTANT
City Clerk's Office 275 Main Street, Suite 400 Watsonville, CA 95076 (831) 768-3040	Luhdorff & Scalmanini Consulting Engineers, Inc. 500 First Street Woodland, CA 95776 (530) 661-0109

SECTION 22. EXHIBITS:

Exhibit A: Scope of Services
Exhibit B: Schedule of Performance
Exhibit C: Compensation

///

///

///

///

WITNESS THE EXECUTION HEREOF, on the day and year first hereinabove written.

CITY

CITY OF WATSONVILLE

BY _____
Matthew D. Huffaker, City Manager

CONSULTANT

BY _____
Scott Lewis, P.G., Principal Project Manager

ATTEST:

BY _____
Beatriz Vázquez Flores, City Clerk

APPROVED AS TO FORM:

BY _____
Alan J. Smith, City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

See Attachment 1

EXHIBIT "B"

SCHEDULE OF PERFORMANCE

Services shall commence immediately upon execution of this Contract. All services performed under the provisions of this Contract shall be completed in accordance with the following schedule: March 10th, 2020 through December 31st, 2021.

EXHIBIT "C"

COMPENSATION

- a. Total Compensation. The total obligation of City under this Contract shall not exceed \$434,088.00.
- b. Basis for Payment. Payments to Consultant for services performed under this Contract shall be made as follows and shall not include payment for reimbursable expenses:
- c. Payment Request. Consultant shall submit a request for payment for services on a monthly basis by letter to Director, or said Director's designated representative. Such request for payment shall cover the preceding monthly period during the term hereof, shall note the City's purchase order number for this Contract, shall contain a detailed listing of the total number of items or tasks or hours for which payment is requested, the individual dates on which such services were rendered, and invoices for reimbursable expenses, if any. Upon receipt in the Office of Director of said payment request, Director shall cause payment to be initiated to Consultant for appropriate compensation.



February 20, 2020

File No. 20-5-017

Mr. Beau Kayser
Water Operations Supervisor
City of Watsonville
500 Clearwater lane
Watsonville, CA 95076

SUBJECT: PROPOSAL FOR ENGINEERING AND FIELD SERVICES FOR FINAL DESIGN, BIDDING ASSISTANCE, AND CONSTRUCTION SERVICES FOR THE ROACHE ROAD MUNICIPAL WELL PUMP STATION

Dear Mr. Kayser:

INTRODUCTION

Luhdorff and Scalmanini, Consulting Engineers (LSCE) has prepared this detailed work plan and budget to provide the City of Watsonville (City) with permitting, bidding, and pump station design and construction oversight services for a new municipal well to be constructed at the City's Roache Road facility. The new well will supplement the City's aging inventory of wells and be used to ensure a reliable source of drinking water.

The work included in the proposal is for the preparation of the final pump station design for the Roach Well and construction oversight. The investigation to design the new well, and construct and test the well is being competed as part of a separate contract with the City. A preliminary pump station design and design basis report, basemap preparation, and a geotechnical investigation will be completed as part of the original contract. The final pump station design (the subject of this proposal) will incorporate well performance and water quality data collected as part of the well installation, the site geotechnical investigation, and the basemap.

NEW PUMP STATION DESIGN AND CONSTRUCTION

The Scope of Work outlined below includes the tasks required to design, build, test, and commission a new municipal well pump station for the City at its Roache Road site. The proposed work plan detailed below was developed based on our understanding of the City's needs and our experience with projects of similar size and scope. The tasks and sub tasks are arranged generally in the order they will be completed.

WORK PLAN

The Scope of Work is outlined in the following tasks:

Task 1 – Project Coordination and Administration

Task 1.1 - Kickoff and Information Request

Task 1.2 - Meetings and Project Coordination

Task 1.3 - Project Administration

Task 2 – CEQA Documentation

Task 3 – Pump Station Design and Construction

Task 3.1 – Pump Station Design and Construction Specifications

Task 3.2 – Pump Station Bidding Assistance

Task 3.3 – Pump Station Construction and Commissioning

Task 1 – Project Coordination and Administration

Task 1.1 – Kickoff and Information Request

LSCE's work on the project will begin with a kickoff meeting with City staff and key LSCE team members to discuss the various aspects of the project. Items such as contact information, chain of command, the City's project expectations, respective roles and responsibilities, schedule, design preferences and parameters, site constraints, and anticipated or possible issues that could impact project schedule shall be discussed at the kickoff meeting. Following the meeting, LSCE will provide the City with a list of requested information.

Task 1.2 - Meetings and Project Coordination

Key LSCE team members will attend regular design meetings with the City to discuss various aspects of the project. For each meeting, LSCE will prepare and distribute meeting agendas, minutes, and action item summaries. Each month, for the duration of the project, LSCE will prepare a project progress summary to accompany invoicing. The summary report will include a summary of work completed, an updated schedule including deliverables and project milestones, items to be completed by the City and LSCE, discussion of items impacting the project and measures to address them, and a current budget summary. LSCE will also provide frequent updates via email or telephone throughout the project as needed.

Task 1.3 - Project Administration

This task provides for project management and administrative activities such as:

- Contractual Arrangements
- Ongoing Examination Regarding Adherence to The Scope, Budget, and Schedule
- Coordination of Staff Resources
- Internal Review of Work Products
- Management of Subcontractors
- Billing Review
- Scoping and Budgeting

Task 2 – CEQA Documentation

LSCE will assist with the preparation of the required CEQA documentation for the well site. The work in this task would be completed by LSCE's sub-consultant with close involvement by LSCE to coordinate the project descriptions and construction aspects of the well and pump station projects.

LSCE is assuming compliance with CEQA will require an Initial Study/Mitigated Negative Declaration (IS/MND) with a “Notice of Completion”. Mitigation measures would be incorporated into the project to reduce potential environmental impacts. A draft Mitigation, Monitoring, and Reporting Plan (MMRP) would be prepared to ensure that each mitigation measure, adopted as a condition of project approval, will be implemented. The Initial Study would include the assessments and reporting of biological resources and cultural resources, as well as preparation of the IS/MND.

Task 3 – Pump Station Design and Construction

Task 3.1 –Pump Station Design and Construction Specifications

LSCE will develop the pump station plans and specifications for the pump station facility. The scope of work covered by the engineering plans and technical specifications will consist of a submersible pump, motor, motor control center, discharge piping, chlorine gas system, iron and manganese treatment system (if needed), standby diesel generator, instrumentation, electrical control panels, SCADA communication, and CMU block building to house the above ground components. The design will also address site modifications and improvements including grading, drainage, paving, fencing, and painting. The electrical control logic will be designed to conform to existing City control logic and SCADA system which will permit effective communication between the new facility and the City’s existing central system. Other specific design elements to be addressed in the plans and specifications are:

Best Management Practices (BMPs) - SWPPP and CEQA mitigation measures will be incorporated for control of storm water, construction water, and any other required mitigations the contractor shall follow such as for noise, light, work hours, etc.

Site Improvements - Drainage, replacement paving, above-ground and below-ground piping for the connection to the distribution system (including detailed fittings and valves), frontage improvements, landscaping and site fencing and/or access improvements.

Structural Plans for Enclosures and Other Structures - A CMU building to house the pump station components, the station piping, and electrical switchgear and controls. Structural plans will include design for the pump pedestal, pad equipment and building structure.

Electrical Plan - Electrical service (PGE), electrical metering and disconnect, standby emergency generator and transfer switch (if needed), single line and process and instrumentation diagrams, VFD control system, pump-to-waste overboard circuitry, SCADA and radio communication, instrumentation, electrical conduits and conductors.

Mechanical Plan - Well pump, station piping, and mechanical conduits, chlorine gas injection system and provisions for future chemical treatment (if needed).

Standard Construction Details - Plans will include pipe supports, pump pedestal construction and other applicable standard details.

Startup and Commissioning - Performance testing of all components and commissioning of the facilities and equipment for approval by the City and LSCE.

The design will be completed at 50%, 90% and 100% stages. In the 50% stage, the design submittal will include design plans from all disciplines (civil, electrical, mechanical, structural), and provide sufficient detail to outline the fundamental components and scope of the project for review. After review of the 50% by the City, LSCE will prepare the complete set of plans and specifications at the 90% stage, incorporating any comments received from the City in the previous design review. After receipt of the City's 90% review comments, 100% plans and specifications will be prepared for the City's approval prior to bidding. LSCE assumes all design phase plans and specifications will be transmitted electronically to the City and physical copies are not needed.

The final set of plans and specifications will have incorporated all applicable comments and will be issued to each permitting agency for signature (DDW will not sign plans – approval will be in letter form). LSCE will also develop an Engineer's Estimate at each stage of the design discussed above. LSCE will provide signed and stamped drawings for bidding. A total of four (4) copies of specifications and four (4) (24" x 36") full size drawings.

Task 3.2 – Pump Station Bidding Assistance

LSCE is knowledgeable of many general contractors and specialty contractors situated throughout northern, central and southern California that specialize in construction of municipal well pump stations. LSCE will provide a list of a minimum of six (6) general and specialty contractors who may be interested in bidding on this project, for the City's review and approval. LSCE has developed pump specifications to require all well pump work be performed by a company specializing in the sales, installation and maintenance of deep well pumps.

LSCE will conduct a mandatory pre-bid conference with the project manager, project engineer and electrical engineer in attendance. Based upon questions from bidders, LSCE will assist the City with preparing any required written clarifications and/or addendums to clarify the scope for bidding purposes. Upon publicly opening the bids, LSCE will assist the City with review all formal bids to ensure responsiveness with the contract requirements. LSCE will assist the City with a thorough background check on qualifications and references, conducted on the three lowest bidders and the findings of that review will be discussed with the City. LSCE assumes the City will prepare a formal summary of the bid review and award to the lowest responsible bidder with LSCE's assistance/recommendation.

Task 3.3 – Pump Station Construction and Commissioning

LSCE's approach to providing construction support services involves a close relationship with construction timing, schedule, progress and administrative processes so as to not delay progress. LSCE will act on behalf of the City and work in close coordination with the City's assigned project manager. LSCE assumes the scope of construction period services include the following:

Pre-Construction Meeting - LSCE will hold a pre-construction conference to discuss the baseline schedule and the procedure for construction progress, RFIs, status of submittals, and any miscellaneous items throughout construction. Additional construction meetings will be held at the job site or the City's office (as needed) and they will be conducted as a means to address project issues or significant items which

require in-person resolution. A formal agenda and meeting minutes documenting the status of the construction meetings will be prepared.

Construction Staking - LSCE will coordinate with the surveyor to provide the Contractor with an initial set of construction staking for the pump station site, including building corners for both sites. LSCE assumes no more than two (2) site visits are required by the surveyor for construction staking.

Submittal Review - LSCE will complete the review and transmittal of technical submittals provided by the general contractor. A submittal spreadsheet log will be maintained for use in tracking and documenting submittal review. LSCE assumes no more than 50 submittals will need to be reviewed/approved.

Requests for Information - During the construction period, the general contractor will ask questions on details of the contract, substitutions, and alternative approaches that are best answered by the designer. LSCE will review questions and provide written clarifications. LSCE assumes no more than 25 RFIs will need to be reviewed.

Change Order Assistance - LSCE will assist in the preparation of any necessary field instructions and change orders. Anticipated assignments may include: preparing requests to the general contractor for proposals for extra or changed work; review of contractor requests for change order to determine if work proposed is considered extra work; opinion of probable construction cost; and, review and negotiation of cost estimates. LSCE will also prepare drawings, sketches or specifications for extra or changed work items. LSCE assumes no more than 10 change orders will need to be reviewed/approved.

Monthly Pay Requests - Every month, or as required under City general contracting procedure, the general contractor will submit a pay application for work completed to-date. LSCE will review the completed pay application and provide a recommendation for approval based upon actual work completed, material delivered and retention release. LSCE assumes the City will review/enforce labor compliance requirements and certified payroll record requirements. LSCE assumes no more than 18 payment applications will need to be reviewed/approved.

On-site Inspections - LSCE will provide scheduled on-site milestone inspections including special inspections for electrical, structural and mechanical components. LSCE will prepare an inspection report for each site-visit indicating the date and times, people on-site, material delivered, work completed, and corrections noted. LSCE assumes the following milestone inspections will be required which include:

Civil/Mechanical Engineer Support

Furnish an engineer for field observation of station layout/grading; pedestal construction and well pump installation; station piping/valving installations; transducer installation; utility service lines/conduits and ventilation system construction; and chemical feed equipment installations. LSCE assumes an estimated four site visits are needed to perform this work.

Structural Engineer Support

Furnish an engineer for field observation of construction of pump station building components including the rebar, concrete slab, CMU wall, and removable roof section. LSCE assumes an estimated four site visits from a civil engineer will be needed to cover this inspection.

Geotechnical Engineering Services

The work will include observation of major excavations and fill areas to confirm that material encountered is consistent with assumptions developed during the design. Observe and advise field staff on unusual, questionable, or unanticipated soil conditions. Perform compaction testing of earthwork for pad/footing subgrade and utility trench backfill operations. Other examples of as-needed geotechnical services will be attendance at meetings or responding to written RFIs or telephone questions. LSCE will also track the work and maintain and copy the City records of inspection and test results. An estimated five site visits are needed to perform this work –however additional site visits may be needed.

Electrical Engineering Support

Inspection of conduit routing, equipment anchorage, control and distribution panel configuration and electrical switchgear will be performed. Also included in this task will be to inspect the electrical for “green tagging” for power company electrical service connection. Four site visits by the electrical engineer are estimated to be needed for this scope of work.

Commissioning - LSCE will oversee and be responsible for the approval of the contractor's startup and commissioning activities for a fully functioning and operable facility, including all equipment acceptance testing, communications and programming, and close-out permitting requirements. This process will involve coordinating the general contractor, sub-contractors, systems integrator, equipment manufacturers, City staff and regulatory agencies.

A preliminary and final inspection will be conducted during startup/testing & commissioning of the pump station, in which LSCE and our sub-consultants prepare list of incomplete construction items for the general contractor prior to final acceptance of the project by the City and perform a follow-up visit to certify completion of the Contractor punchlist. Performance acceptance testing will also be conducted to ensure the completed down hole pump assembly operates as warranted by the equipment manufacturer to ensure the plant is operating at the flow rates, pressures and efficiencies for which the entire facility was designed.

If needed, LSCE will also provide construction-related engineering services for the filter vessels, piping, controls, backwash system, and water recovery systems; additional project submittals, RFI's, inspections services, commissioning services and final water supply permitting associated with the addition of an iron and manganese treatment system.

As-Built Drawings - At the end of the construction phase of the project, LSCE will modify the project drawings into a set of project Record Drawings based on field changes and red-line markups from the general contractor and LSCE construction management staff. Record Drawings and Operation &

Maintenance manuals will be provided to the City after they have been reviewed and approved by LSCE and the City.

Complete DDW Water Supply Permit - Following acceptance of the project, LSCE will assist the City with preparation of the final DDW amended water supply permit, building upon the preliminary permit submittal. This will involve permitting for the new well, equipment and finalization of the DWSAPP for the facilities. LSCE has completed numerous water supply permits and fully understands the DDW process and required submittals.

COST ESTIMATE AND CONTRACT ADMINISTRATION

The estimated budget to complete the Scope of Work described above is based on our current understanding of the project. The cost estimate is based on the effort that would be reasonably expected for a project of this size and scope. The table below summarizes the estimated costs per Task:

Task	Description	Outside Services	LSCE Service	Total
1	Project Coordination and Administration	\$0	\$17,105	\$17,105
2	CEQA Documentation	\$35,000	\$2,200	\$37,200
3	Pump Station Design and Construction	\$179,863	\$196,290	\$379,783
Totals		\$214,863	\$219,225	\$434,088

The attached cost estimate worksheet details the number of hours each job classification is anticipated apply to each task as outlined in the above Work Plan. Prevailing wages will be paid to LSCE employees and any subcontractors as applicable. Hours and cost for each task are tabulated to show number of total hours per job classification and total cost for each task. Estimated costs for subcontractors are included in their relevant task. LSCE's direct costs (mileage, misc. supplies) are estimated for each relevant task.

In the event that the City directs LSCE to deviate from the proposed scope of work, or as dictated by unforeseen conditions, LSCE will provide notification of any potential changes in the estimated cost to complete the work. LSCE will not proceed with any work that deviates from the approved scope and budget until approval to proceed is granted by the City.

Typical items that may affect the cost of a task include:

- Significant changes in materials cost
- Unforeseen site conditions
- Delays in obtaining required permits
- Items or conditions that could not reasonably be anticipated at the time of proposal preparation
- Delays during construction that extend LSCE's construction administrative roles
- Longer than anticipated review of plans, specifications, and permits by others

LSCE will bill monthly for labor and materials, only as incurred, in accordance with the following rate schedule:

- LSCE Schedule of Fees - Engineering and Field Services January 2020

LSCE proposes to perform the work described in this proposal for a sum of \$434,088. The proposed project budget includes LSCE's labor under each task as delineated in this proposal. LSCE will bill monthly for labor and materials, only as incurred, in accordance with LSCE's Schedule of Fees (attached). In the event that LSCE is directed to deviate from the proposed scope, or as dictated by unforeseen field conditions, LSCE will provide notification of any potential changes in the estimated cost and time to complete the work. LSCE will not proceed with any work that deviates from the approved scope and budget until approval to proceed is granted.

We appreciate the opportunity to provide you with this scope and budget and look forward to working with the City.

Sincerely,

LUHDORFF AND SCALMANINI
CONSULTING ENGINEERS



Scott Lewis, P.G.
Principal Project Manager



Jason M. Coleman, P.E.
Supervising Engineer

Attachments: Project Estimate Worksheet
2020 Schedule of Fees for Engineering and Field Services

Client
Project
Est. By
Date

City of Watsonville
20-5-17
SL, JC
2/20/2020

**Final Design, Bidding, and Construction Services
Roache Road Municipal Well Pump Station**



		Principal Professional	Supervising Professional	Staff Professional	AutoCAD	Clerical	CEQA	Frisch (Electrical)	Merkel (Structural)	Surveying	Geotechnical	Landscaping	Direct Expenses	Summary	
Task	Description	\$220	\$210	\$145	\$135	\$80	Lump*	Lump*	Lump*	Lump*	Lump*	Lump*	Lump*	Incurred	
Task 1 – Project Coordination and Administration															
Task 1.1 – Kickoff and Information Request	Task Hours	14	12	8										34	
	Task Cost	\$3,080	\$2,520	\$1,160	\$0	\$0								\$6,760	
	Direct Expenses													\$235	
	Sub Consultant													\$0	
	SubTotal	\$3,080	\$2,520	\$1,160	\$0	\$0								\$6,995	
Task 1.2 – Meetings and Project Coordination	Task Hours	12				2								14	
	Task Cost	\$2,640	\$0	\$0	\$0	\$160								\$2,800	
	Direct Expenses													\$470	
	Sub Consultant													\$0	
	SubTotal	\$2,640	\$0	\$0	\$0	\$160								\$3,270	
Task 1.3 – Project Administration	Task Hours	22	8			4								34	
	Task Cost	\$4,840	\$1,680	\$0	\$0	\$320								\$6,840	
	Direct Expenses													\$0	
	Sub Consultant													\$0	
	SubTotal	\$4,840	\$1,680	\$0	\$0	\$320								\$6,840	
														Total Task Cost Estimate	\$17,105
Task 2 – CEQA															
Task 2 - CEQA Document Preparation	Task Hours	10												10	
	Task Cost	\$2,200	\$0	\$0	\$0	\$0								\$2,200	
	Direct Expenses													\$0	
	Sub Consultant						\$35,000							\$35,000	
	SubTotal	\$2,200	\$0	\$0	\$0	\$0								\$37,200	
														Total Task Cost Estimate	\$37,200
Task 2 – Pump Station Design and Construction															
Task 2.1 – Pump Station Design and Construction Specifications	Task Hours	16	132	180	160	16								504	
	Task Cost	\$3,520	\$27,720	\$26,100	\$21,600	\$1,280								\$80,220	
	Direct Expenses													\$1,500	
	Sub Consultant							\$54,244	\$16,080					\$78,780	
	SubTotal	\$3,520	\$27,720	\$26,100	\$21,600	\$1,280								\$160,500	
Task 2.2 – Pump Station Bidding Assistance	Task Hours	4	20	18	0	8								50	
	Task Cost	\$880	\$4,200	\$2,610	\$0	\$640								\$8,330	
	Direct Expenses													\$203	
	Sub Consultant							\$2,629	\$1,955					\$4,584	
	SubTotal	\$880	\$4,200	\$2,610	\$0	\$640								\$13,117	
Task 2.3 – Pump Station Construction and Commissioning	Task Hours	16	237	322	48	16								639	
	Task Cost	\$3,520	\$49,770	\$46,690	\$6,480	\$1,280								\$107,740	
	Direct Expenses													\$1,927	
	Sub Consultant							\$59,921	\$13,340	\$3,459	\$16,675	\$3,105		\$96,500	
	SubTotal	\$3,520	\$49,770	\$46,690	\$6,480	\$1,280								\$206,167	
														Total Task Cost Estimate	\$379,783
SUMMARY	Total LSCE Hours	94	409	528	208	46								1285	
	Total LSCE Cost	\$20,680	\$85,890	\$76,560	\$28,080	\$3,680								\$214,890	
	Total Sub-consultant Cost						\$35,000	\$116,795	\$31,375	\$3,459	\$16,675	\$11,560		\$214,863	
	Direct Expenses													\$4,335	
	Total Reproduction Cost													\$4,335	
														Total Cost Estimate	\$434,088

**City of Watsonville
Public Works & Utilities**

M E M O R A N D U M



DATE: **March 5, 2020**

TO: **Matthew D. Huffaker, City Manager**

FROM: **Steve Palmisano, Public Works & Utilities Director**
Danielle Green, Principal Engineer

SUBJECT: **Purchase Order Authorization for Digester Gas Compressor
Replacement in the Amount of \$261,763.27**

AGENDA ITEM: **March 10, 2020** **City Council**

RECOMMENDATION:

Staff recommends that the City Council adopt a resolution approving a purchase order with Accurate Air Engineering, Inc. in an amount of \$261,763.27 from the Wastewater Utility Enterprise Fund for the purchase of a new digester gas rotary screw air compressor and to move current operating appropriation to a capital account for this purchase.

DISCUSSION:

The Wastewater Treatment Facility (WWTF) paid for by utility rate payers operates a heat and power cogeneration system to reduce operating costs. The cogeneration system uses methane from the wastewater treatment digestion process to generate nearly all power to run the WWTF, saving ratepayers hundreds of thousands of dollars per year by reducing the amount of utility power required to be purchased from PG&E.

This cogeneration system contains two digester gas compressors to distribute the methane gas to the cogeneration system. In 2019, three competitive quotes were solicited and received to purchase a new compressor: Accurate Air Engineering, Coombs Hopkins, and Compressed Air of California. Accurate Air Engineering provided the lowest quote for a system that met all of the requested specifications for the required installation location in the amount of \$225,138.00 plus tax and shipping.

Since the compressor was purchased, installed, and put into operation, the City's remaining gas compressor recently failed beyond the point of repair, leaving this critical process without backup equipment.

Accurate Air has agreed to honor the same price competitively advertised, solicited and bid last year to furnish a gas compressor with the same specifications to match the new compressor currently in operation. The quote breaks down as follows:

Equipment	\$225,138.00
Tax	\$ 20,825.27
Estimated Shipment	\$ 800.00
<u>Estimated Start Up and Testing</u>	<u>\$ 15,000.00</u>
TOTAL	\$261,763.27

Staff therefore recommends that Council authorize the purchase of a second digester gas compressor using last year's bid in the amount of \$261,763.27 to replace the existing compressor that has failed beyond repair.

STRATEGIC PLAN:

Purchase of this equipment supports strategic goal #3, Infrastructure & Environment by replacing the Wastewater Treatment Plant's aging critical facilities and equipment.

FINANCIAL IMPACT:

This purchase will be paid out of the current adopted budget. Funds are available in the wastewater operating account 0710-530-7324 and should be moved to wastewater capital account 0710-911-7855-14328. All of these accounts are ratepayer funded under the Wastewater Utility Enterprise.

ALTERNATIVES:

None.

ATTACHMENTS:

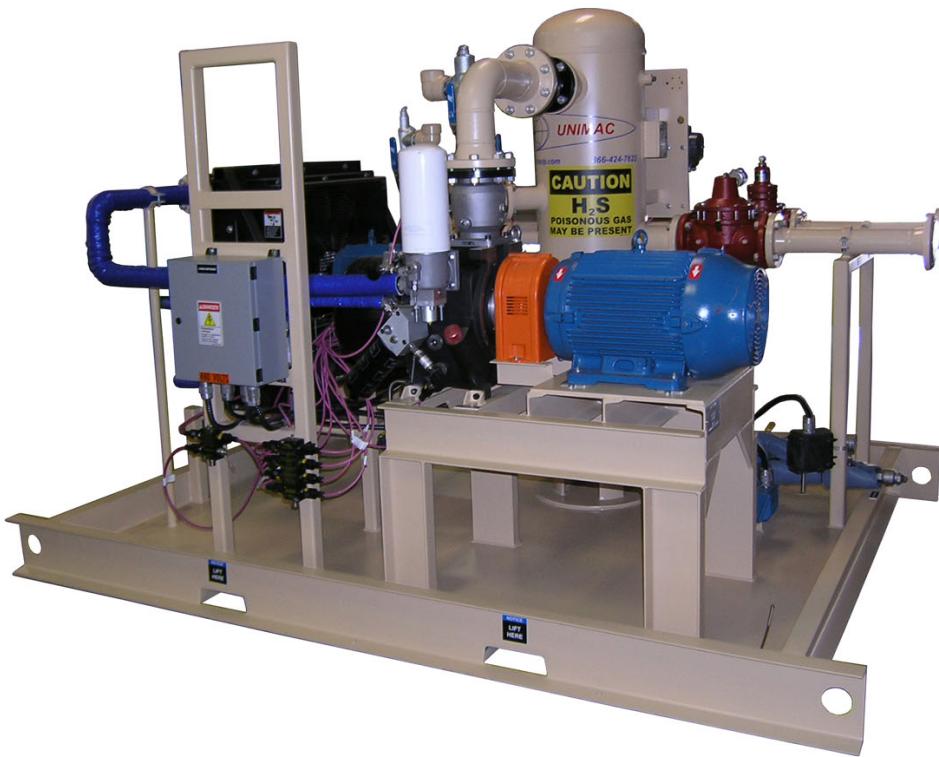
- 1) Quote from Accurate Air Engineering

cc: City Attorney

TO: City of Watsonville
ATTN: Danielle Green
PHONE: 831 – 768 – 3102
DATE: 02/26/2020
RE: Watsonville VRU Proposal
Quote: CW-2-26-20-00

Dear Danielle,

We are pleased to provide a proposal on our VRU Compressor Package described below:



VAPOR RECOVERY PACKAGE

VRU-NK200-60

UNENCLOSED DESIGN

Included Equipment Descriptions

Gas Compressor

Each unit includes one Bauer Rotorcomp lubricated rotary screw gas compressor. Design conditions are outlined in the table below.

Bauer Rotorcomp NK200

Capacity (cfm)	277
Motor power (hp)	60
Gas	70% Methane, 30% CO2
Elevation (fasi)	500
Suction Pressure (psig)	0.5
Discharge Press. (psig)	75-100

Drive Motor

WEG, 60 hp, 3,600 rpm, 3 ph, 60 hz, premium efficiency, C1D2 rated, 230-460V

Drive

Direct drive, non-lubricated, replaceable, flexible, elastomeric element



Control System

The control system is designed to utilize a VFD and a bypass circuit.

VFD: Based on the upstream pressure, the compressor drive motor speed is increased or decreased to meet vapor capacity from zero to full flow.

Recycle loop: The VRU suction scrubber pressure will control the modulating Clark Shutter Valve controlled by a Rotork Electric Actuator to maintain a PLC programmable set point.

PLC Standby Mode: Once the compressor starts, the VRU will return to 'Standby Mode' if any of the following occur:

- 1) The suction scrubber pressure transmitter reads a pressure at or below a programmable set point
- 2) The recycle valve is open a programmable amount for a programmable amount of time

The PLC will stop the compressor but continue to monitor the pressure upstream of the VRU. Once the pressure upstream of the VRU rises to a programmable set point, the PLC will turn the compressor back on. If the upstream pressure reaches a programmable alarm LoLo set point at any time, the VRU will go into full shutdown.

ASME Code Suction Scrubber

The suction scrubber is constructed from carbon steel, meets ASME code, and has a 100 psig MAWP. The suction scrubber provides inlet gas storage volume to facilitate proper operation and control as well as capturing any liquid condensate prior to the compressor intake. This proposal includes automated liquid level control switches, a high level shut down switch, pressure relief valve, and sight glass.

Condensate Removal Pump

Stainless steel pump close-coupled to a 1 HP, 1800 RPM, 3PH Electric Motor. The pump is connected to the suction scrubber drain and to the skid edge with 316 SS tube and stainless steel fittings.

Compressor Coolant and Sealing System

Lubricant is injected into the compression chamber to lubricate bearings, aid in sealing between the two rotors and provide cooling. The oil is circulated by the differential pressure in the system and is separated from the discharge stream (down to 3-5 ppm by weight), then cooled, filtered and re-circulated.

The Bauer gas compressor features a modular design that integrates a number of the lubricant components into a single assembly to simplify piping and reduce lubricant leak potential.

- Integral lubricant reservoir with level gauge and fill port
- Final gas/lubricant coalescing separator, spin-on design
- Lubricant filter, spin-on design
- Thermostatic control
- Combination minimum pressure check valve

Initial fill of Summit Poly-glycol PGS-100 synthetic lubricant is included, compatible with the gas composition and operating temperature. This lubricant has been selected because of its qualities to inhibit hydrogen sulfide, and create a barrier against corrosion. All interconnecting lubricant tubing is .035 gauge 316 SS.

Lubricant Cooler and Gas After Cooler

ASME Code, 200 PSIG heat exchangers, Gas cooler has SS tubes, CS Shell lubricant cooler has CS tubes and shell. The after cooler reduces the temperature of the compressed discharge gas before it leaves the package skid to within 15F of ambient temperature.



Gas and Lubricant Piping

Piping will be carbon steel for main gas line connections between gas compressor, suction receiver, and discharge gas line connections. The lubricant and coolant system uses 035 gauge 316 SS tube with SS fittings.

Instrumentation & Controls

Suction Scrubber Pressure Transmitter	Compressor Discharge Pressure Transmitter
Scrubber Level Gauge	Compressor Discharge Temperature Transmitter
Lubricant Filter Inlet Pressure Transmitter	Lubricant Injection Pressure Transmitter
Scrubber Level Switch, Control	Lubricant Injection Temperature Transmitter
Final Gas Discharge Pressure Transmitter	Lubricant Reservoir Level Gauge
Scrubber Level Switch, Shut-down	Lubricant Reservoir Level Switch, Shut-down

Allen Bradley PLC (1769-L16ER) with 5.7" IDEC HMI

Flexible capacity control is achieved by synergistically coordinating the VFD, inlet valve, and bypass circuit operation. The inlet valve controls vapor flow into the VRU based on available suction pressures. This allows the VRU to isolate from the process creating significant safety and operational advantages. The compressor speed is modulated by the VFD to accommodate any vapor capacities within design parameters. Once the compressor reaches minimum design speed, additional reduction in output is accomplished with a bypass circuit. This cascade continually provides efficient, accurate, responsive, and dynamic control of the VRU.



Allen Bradley VFD Motor Control Panel – Remote Mounted

A Variable Frequency Drive (VFD) is integral to precision capacity control. By varying the compressor speed to match the available flow, the VFD provides energy efficiency, a “soft start”, and single phase protection. The VFD is housed in a NEMA 3R metal enclosure and is mounted independent of the VRU skid for easy installation in a separate, unclassified area. The unit includes a rotary ‘through-the-door-handle’ circuit breaker, condensate pump contactors, cooling fan contactors, control transformer, H-O-A, e-stop, and a “power-on” light.



Proven field reliability has been achieved by over sizing the drive and the addition of a forced air ventilation system, harmonic filters, lightning arrestor and panel heater.

Equipment Pricing

Quantity	Description	Pricing
1	VRU Compressor Package	\$225,138.00
1	Estimated Startup & Commissioning	\$15,000.00
1	Total Cost	\$240,138.00

Pricing Does Not Include Installation, Freight or Sales Tax

Payment Terms: 50% with PO & and 50% net thirty (30) days at Shipment.

Delivery: 12-16 wks ARAD

Shipping: EXW

Each unit is subjected to a factory acceptance test (FAT) prior to shipment. The customer is responsible for shipping, site preparation, installation, and making necessary connections.

Cancellation Policy

The order cancellation fee, reflected as a percentage of the net sales value of the order, is based on the number of days the cancellation request precedes the scheduled ship date. All order cancellation requests must be initiated through the Air Mac Inc Customer Service Group and is subject to management approval.

- 0-45 days before ship date: 100%
- 46-60 days before ship date: 75%
- 61-90 days before ship date: 50%

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE AUTHORIZING A PURCHASE ORDER WITH ACCURATE AIR ENGINEERING, INC., A CORPORATION, FOR A NEW DIGESTER GAS ROTARY SCREW AIR COMPRESSOR, IN AN AMOUNT NOT TO EXCEED \$240,138.00 PLUS FREIGHT AND SALES TAX PAID BY WASTEWATER ENTERPRISE FUNDS

WHEREAS, bidding requirements and a reference to procedures for competitive bidding and purchase of supplies, equipment and non-personal contractual services and the sale of personal property are set forth in Section 3-5.10 of the Watsonville Municipal Code; and

WHEREAS, Accurate Air Engineering, Inc., is the lowest responsive bidder; and

WHEREAS, staff recommends approval for the purchase of a new digester gas rotary screw air compressor.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

That the purchase order with Accurate Air Engineering, Inc., in an amount not to exceed \$240,138.00 plus freight and sales tax for a new digester gas rotary screw air compressor is hereby authorized.

**CITY COUNCIL
CITY OF WATSONVILLE
CLOSED SESSION AGENDA
AND STATEMENT FOR MAYOR PRIOR TO CLOSED SESSION**
(Government Code §§ 54954.2 and 54957.7)



5:30 P.M.

City Council Chambers
275 Main Street, 4th Floor

X Regular ____ Adjourned ____ Special Meeting of March 10, 2020
[Date]

The City Council of the City of Watsonville will recess to Closed Session to discuss the matters that follow:

A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

(Government Code § 54954.5 and 54956.8)

1. Property: 21, 27, and 31 West Beach Street (APN: 017-111-19)
Negotiating parties: Tamara Vides (City)
In Sook Yum dba Top USA Co.
Under Negotiation: Terms of Lease

2. Property: 280 Main Street (APN: 017-182-16)
Negotiating parties: Tamara Vides (City)
Pajaro Valley Arts
WatsNews, LLC dba Register Pajaronian
Under Negotiation: Price, and terms of Lease

B. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Government Code Section 54956.9)

1. Pending litigation pursuant to subdivision (d)(1):

Name of case: City of Watsonville v Pacific Air Care et al. - Santa Cruz County Superior Court (Case No. 19CV03564)

**City of Watsonville
Community Development Department**

M E M O R A N D U M



DATE: **March 6, 2020**

TO: **Matthew D. Huffaker, City Manager**

FROM: **Suzi Merriam, Community Development Director**

SUBJECT: **Public Hearing to Consider Text Amendments to Title 14 (Zoning) of the Watsonville Municipal Code (WMC) Chapters 14-16 (District Regulations) and 14-53 (Cannabis Facilities) regarding the cultivation, manufacture, distribution, testing, delivery and retail sales of cannabis and cannabis products**

AGENDA ITEM: **March 10, 2020**

City Council

RECOMMENDATION: The Planning Commission recommends that the City Council introduce ordinances to amend the Watsonville Municipal Code (WMC) Title 14 (Zoning) by amending Chapter 14-16 (District Regulations) and 14-53 (Cannabis Facilities) for the regulation of cultivation, manufacture, distribution, testing, delivery and retail sales of cannabis and cannabis products.

DISCUSSION:

Background

On November 8, 2016, California voters passed Proposition 64 (The Adult Use of Marijuana Act), which legalized cannabis in California. The deadline to pass permanent state regulations governing the cultivation, manufacture, distribution, testing and sales of cannabis was January 1, 2018.

On November 8, 2016, Watsonville voters passed Measure L, the Watsonville Marijuana Business Tax 74.2% to 25.8%.

On December 13, 2016, the City Council adopted Ordinance 1345-16, adding a new Chapter 52 (Cultivation, Processing, Manufacture, Distribution, Testing and Sale of Nonmedical Cannabis) of Title 14 (Zoning) of the Watsonville Municipal Code. The purpose of the ordinance was to make clear to prospective businesses that commercial recreational cannabis activities are not allowed in the City.

On April 25, 2017, the City Council adopted Ordinance 1352-17, adding a new Chapter 14- 53 to the Watsonville Municipal Code. The purpose of this ordinance was to permit and regulate medical cannabis cultivation and manufacturing within the City. Recreational or “adult-use” cannabis continued to be prohibited in the City.

On December 7, 2017 the California State Bureau of Cannabis Control adopted emergency regulations to clarify and make specific licensing and enforcement criteria for commercial cannabis businesses under the Medicinal and Adult-Use Regulation and Safety Act (MAUCRSA or the Act).

On January 1, 2018, the state [Medicinal and Adult-Use Cannabis Regulation and Safety Act](#) (codified at §§ 26000 of the California Business and Professions Code became effective. This law rescinded the December 7, 2017 emergency regulations.

On January 16, 2018, the Council adopted Ordinance 1362-18 ([codified at WMC 14-53 101 et seq](#) which allowed cultivation and manufacture of cannabis for the adult-use market, and rescinded Ordinance 1361-18 which prohibited recreational cannabis. These changes became effective on March 15, 2018.

On March 13, 2018, the Council adopted Ordinance 1364-18 which allowed existing cultivation and manufacturing facilities to distribute cannabis for the adult-use market. This amendment became effective April 26, 2018.

Community Outreach:

During the summer of 2019, City staff met with our local cannabis cultivation and manufacturing business owners to discuss the current regulatory structure, and how the cannabis ordinance might be modified to better serve their needs.

On November 12, 2019, staff asked the City Council for direction on a number of key points in a draft cannabis ordinance. The City Council gave direction on the following items:

1. Number of cannabis licenses to allow
2. Maximum square footage increase for cultivation
3. Allow cultivation license to be located on more than one parcel
4. Taxation Processing/Nursery licenses
5. Delivery
6. Calculation of distance requirements
7. Allow multiple licenses per parcel
8. Allowable zoning districts
9. Employee background checks

After the City Council meeting, staff met with prevention partners to go over the draft ordinance and gain feedback in best practices in keeping cannabis out of the hands of kids in the community. Staff received written comments from prevention partners after the Planning Commission packet had been distributed in January, and because of this,

staff provided the prevention partners' recommendations alongside Council and staff's recommendations for clarity.

Staff developed the final draft of the Cannabis Ordinance after input from prevention partners, the cannabis community, and City Council.

Planning Commission Meeting

Staff presented the City Council's recommendation, prevention partner's recommendation, and a final staff recommendation to the Planning Commission for consideration on January 14, 2020.

Prevention partners proposed several modifications to the draft ordinance, and staff recommended that some of these recommendations be incorporated into the draft ordinance. The Planning Commission voted 7-0 to recommend that the City Council adopt the proposed ordinances, as revised.

Modifications Proposed After Planning Commission Meeting

In addition to the modifications recommended by the Planning Commission, staff has further refined the recommended allowable zoning districts for retail cannabis sales to remove the CT Zoning district, due to a lack of eligible parcels meeting separation requirements.

The main modifications to Chapters 14-53 and 14-16 as recommended by the Planning Commission and staff are outlined below.

Proposed Modifications to Chapter 14-53

1. Number of cannabis licenses to allow

The current ordinance allows 6 cultivation licenses and 9 manufacturing licenses. The draft ordinance will allow:

Type of Business	# of Licenses
Cultivation	6 (with increased square footage)
Manufacturing	15
Distribution	2 stand alone
Testing	Unlimited
Retail	3, with delivery
Non-Storefront Retail (delivery)	7 permits for existing locally licensed cultivation/manufacturing facilities

2. Maximum square footage increase for cultivation

The current ordinance allows cultivation up to 5,000 square feet. The State regulations allow indoor cultivation up to an acre, with licenses available for 5,000, 10,000, and 22,000 square feet of indoor cultivation area.

The draft ordinance will allow cultivation of up to 22,000 square feet in area.

3. Allow cannabis facilities to be located on more than one parcel

Many of our existing cultivation businesses do not have room to expand to a 22,000 square foot canopy, and some have requested that the City consider allowing one cultivation license to be spread over two Santa Cruz County Assessors parcel numbers. For instance, a cultivation business may have an existing 5,000 square foot facility on West Beach Street, but no room to add cultivation area at that location. They might have the option to increase their cultivation area by securing a second location, with a permit.

Staff also proposes that cannabis facilities that hold more than one type of license be allowed to operate from up to two locations. Some of our existing manufacturing and cultivation facilities do not have the space in their current locations to expand to non-storefront delivery or other types of cannabis license types, and would need to either relocate or find a second location in which to expand their operation.

Staff proposes that a second location for cannabis cultivation would require approval of a Minor Modification. Annual reviews would be conducted under the original Use Permit for the business with additional fees to cover inspection time for both facilities.

4. Processing/Nursery licenses

The State issues licenses for processing and nurseries separately, even though they are both subsets of cultivation. Staff recommends that the City continue to permit processing and nurseries as part of a cultivation license. Any nursery license would be included in the total 22,000 square feet of allowable cultivation area under a local permit.

5. Delivery

Per state law, any licensed retail business with a delivery license may deliver cannabis products in Watsonville City limits. Staff recommends that the City allow local retail storefront dispensaries to deliver cannabis, as well as allow non-storefront delivery licenses for our cultivation and manufacturing businesses, so that they may deliver their product directly to customers without a retail storefront. This will allow all our local businesses the opportunity for a limited amount of retail sales and to get their products into the local market.

6. Calculation of separation requirements

The current ordinance requires a property line to property line separation requirement for all cannabis uses. This separation distance was put in place to ensure that there were not conflicts between cannabis facilities and their

neighbors. What we've discovered over the last three years is that the only type of cannabis business that has any need to be separated from residential and sensitive uses are cultivation facilities, due to their inherent odor. Even with high tech odor-removing equipment, cannabis can be detected off-site.

In looking at maps of potential retail, distribution, manufacturing and expanded cultivation facilities with the current separation requirements, staff realized that there are severe limitations on where any of these additional facilities might be able to locate.

In order to allow for additional locations to establish cannabis facilities, the draft ordinance has been modified as follows:

Separation Requirements					
	Cultivation ¹	Manufacture ¹	Distribution ¹	Testing ¹	Retail ¹
School (K-12) ²	600'	600'	600'	600'	600'
Park	600'	600'	600'		600'
Residential zone	250'	250'	250'		250'
Legal residential use	100'	100'	100'		100'

¹ Separation distance for cultivation facilities shall be measured from parcel line of sensitive use to nearest wall of cultivation facility. Separation distance for all other cannabis facilities shall be measured by path of travel from nearest parcel line of sensitive use to the front door of the cannabis facility.

² Separation distance from k-12 schools shall be measured from property line to property line.

The draft ordinance includes three ways to measure distance:

- a) For all facilities, property line to property line measurement from schools
- b) For cultivation, property line of sensitive use to nearest wall of cannabis facility
- c) For all other cannabis facilities, path of travel from sensitive use to main door of the cannabis facility

7. Allow multiple licenses per parcel

When the cannabis ordinance was first adopted, staff had concerns that cultivation facilities would cluster on a few large industrial parcels in the City, and therefore the first ordinance did not allow multiple cannabis businesses on one parcel.

We now see that in some instances it may be more advantageous for different cannabis businesses to be located near each other and in some cases on the same property. There may be advantages in the future for unrelated cannabis businesses to share space, such as a commercial kitchen, to reduce the costs for developing infrastructure.

8. Employee background checks

The current cannabis ordinance requires background checks and ID badges for every owner, manager, and employee of a cannabis business. The background check process can take anywhere from a few weeks to months, depending on how busy the Department of Justice is. Because many of the positions in a cannabis facility can be entry-level, with high turnover, waiting weeks to months to determine whether an employee has a clean record has been detrimental to the company.

State law only requires background checks for owners and managers. The ordinance has been modified to require background checks for owners and managers only, and lets the cannabis business owners and managers decide how they will determine the criteria to use in making hiring decisions.

Proposed Modifications to Chapter 14-16 (District Regulations)

Allowable zoning districts

Cannabis manufacturing, distribution, and cultivation are limited to the General Industrial and Industrial Park zoning districts. Staff and the Planning Commission recommend that retail dispensaries be allowed in the Visitor Commercial, Industrial Park and General Industrial Zoning districts.

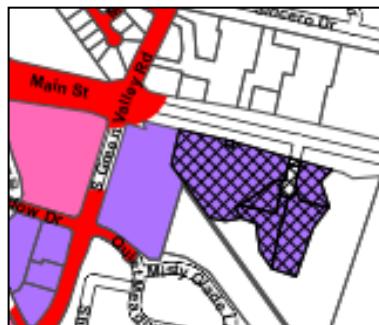
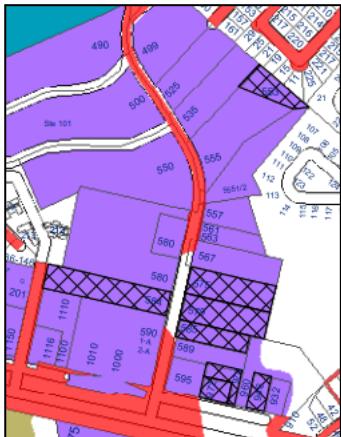
Use	IP (Industrial Park)	IG (General Industrial)	CO (Office Commercial)	CV (Visitor Commercial)
Type 1A, Cultivation, indoor, up to 5,000 sf	SUP	SUP	X	X
Type 2A, Cultivation, indoor, up to 10,000 sf	SUP	SUP	X	X
Type 3A, Indoor, between 10,001 and 22,000 sf	SUP	SUP	X	X
Type 6, Manufacturer 1, for products not using volatile solvents	AUP	AUP	X	X
Type 7, Manufacturer 2, for products using volatile solvents	AUP	AUP	X	X
Type 8, Testing	AUP	AUP	AUP	X
Type 9, non-	AUP	AUP	X	X

storefront delivery				
Type 10, Retail, general	SUP	SUP	X	SUP
Type 11, Distribution	AUP	AUP	X	X

At the Planning Commission hearing, staff recommended adding the Thoroughfare Commercial Zoning district as an allowed district for retail sales. Further review after the Planning Commission hearing identified only a handful of eligible parcels in the Thoroughfare Commercial Zoning district for retail sales. Those are shown below.

Potential retail cannabis Location in the CT Zoning District

Address	current use	parcel size (SF)
1895 Main Street	Kaiser/retail spaces	180,686.00
585 auto center	Professional offices	22,520.00
579 auto center	Accounting firm	40,162.00
575 auto center	Professional office	40,162.00
567 auto center	Travel agent	44,126.00
535 auto center	Convalescent home	56,889.00



Properties with hatched marks would be eligible for retail cannabis sales in the CT Zoning district

Application Process:

New Facilities: The Cannabis Ordinance proposes a pre-application process for all new facilities, including retail sales. The pre-application will not require the identification of a physical location, but will focus on the qualifications of the applicant team, general security requirements, and operations plan. Additional points will be awarded to local businesses and those entities that are minority and/or woman-owned. The top scoring applications will be invited to an interview with staff and the City's cannabis consultant. Top scoring applicants after the interview will be allowed to apply for a Use Permit.

Applicants will have six months to secure a business location and obtain local and state permits to operate. If the applicant is not able to secure a location and obtain all required permits within six months, their pre-approval would expire and the permit would become available for a future application period.

STRATEGIC PLAN:

The proposed modifications to Chapter 14-53 (Cannabis Facilities) and 14-16 (District Regulations) will allow for the expansion of the cannabis industry in Watsonville. The modifications will provide for retail cannabis sales in the City, and follows Goal 4 of the 2018-2020 Strategic Plan (Economic Development). The increased number of facilities and regulation of retail sales will create job opportunities and provide additional tax revenue for the City in a manner that ensures the continued health and safety of the community.

FINANCIAL IMPACT:

It is likely that the modifications to the Cannabis Ordinance will provide increased tax revenue through the cultivation, manufacturing, and retail sales tax of cannabis.

ALTERNATIVES:

The City Council could choose not to adopt the proposed ordinance amendments at this time, or the City Council could choose to adopt the draft regulations with modifications.

ATTACHMENTS:

1. January 14, 2020 Planning Commission staff report

cc: City Attorney

City of Watsonville
MEMORANDUM



DATE: December 23, 2019

TO: Planning Commission

FROM: Suzi Merriam, Community Development Director

SUBJECT: Consideration of a Resolution recommending that the City Council adopt amendments to Watsonville Municipal Code Chapter 14-16 (District Regulations) and Chapter 14-53 (Cannabis Facilities)

AGENDA ITEM: January 14, 2020 Planning Commission

RECOMMENDATION:

Staff recommends that the Planning Commission adopt a Resolution recommending that the City Council amend Chapters 14-16 (District Regulations) and 14-53 (Cannabis Facilities) of the Watsonville Municipal Code regarding cannabis facilities.

CEQA REVIEW: The provisions of the proposed Ordinance have been found to be not a project under the California Environmental Quality Act (CEQA) of 1970, together with regulations and guidelines promulgated thereunder (including without limitation Section 15378 of the CEQA Guidelines), and is also exempt from CEQA pursuant to Section 15061(b)(3) because it has no potential for causing a significant effect on the environment.

OVERVIEW:

On November 8, 2016, California voters passed Proposition 64 (The Adult Use of Marijuana Act), which legalized cannabis in California. The deadline to pass permanent state regulations governing the cultivation, manufacture, distribution, testing and sales of cannabis was January 1, 2018.

On November 8, 2016, Watsonville voters passed Measure L. the Watsonville Marijuana Business Tax 74.2% to 25.8%.

On December 13, 2016, the City Council adopted Ordinance 1345-16, adding a new Chapter 52 (Cultivation, Processing, Manufacture, Distribution, Testing and Sale of Nonmedical Cannabis) of Title 14 (Zoning) of the Watsonville Municipal Code. The

purpose of the ordinance was to make clear to prospective businesses that commercial recreational cannabis activities are not allowed in the City.

On April 25, 2017, the City Council adopted Ordinance 1352-17, adding a new Chapter 14-53 to the Watsonville Municipal Code. The purpose of this ordinance was to permit and regulate medical cannabis cultivation and manufacturing within the City. Recreational or "adult-use" cannabis continued to be prohibited in the City.

On December 7, 2017 the California State Bureau of Cannabis Control adopted emergency regulations to clarify and make specific licensing and enforcement criteria for commercial cannabis businesses under the Medicinal and Adult-Use Regulation and Safety Act (MAUCRSA or the Act).

On January 1, 2018, the state [Medicinal and Adult-Use Cannabis Regulation and Safety Act](#) (codified at §§ 26000 of the California Business and Professions Code became effective. This law rescinded the December 7, 2017 emergency regulations.

On January 16, 2018, the Council adopted Ordinance 1362-18 ([codified at WMC 14-53 101 et seq](#) which allowed cultivation and manufacture of cannabis for the adult-use market, and rescinded Ordinance 1361-18 which prohibited recreational cannabis. These changes became effective on March 15, 2018.

On March 13, 2018, the Council adopted Ordinance 1364-18 which allowed existing cultivation and manufacturing facilities to distribute cannabis for the adult-use market. This amendment became effective April 26, 2018.

PROCESS:

Section 907 of the City Charter calls for the Planning Commission to make recommend to the Council any proposal to amend or repeal any part of the Zoning Ordinance (Title 14) of the Watsonville Municipal Code.

DISCUSSION:

When the City adopted the first cannabis ordinance (Ordinance 1345-16) in late 2016, the goal was to start small and allow cultivation only. Over the last 3 years, this has grown to include manufacturing and distribution as well. Now that permanent state regulations have been adopted, staff has drafted a comprehensive cannabis ordinance that regulates cultivation, manufacturing, distribution, testing, and retail sales.

Staff has met with the current Watsonville cannabis facility permittees over the last 6 months to understand the needs of our existing businesses as we consider modifications to the cannabis ordinance. Staff has also met with our prevention partners to understand the current trends regarding cannabis use and prevention, and the impacts that cannabis legalization have had on the Watsonville community.

The Ordinance is divided into five parts, intended to correspond roughly with the way permits are considered: 1. General; 2. Application; 3. Findings, 4. Conditions and 5. Enforcement. Definitions are for the most part borrowed from State law.

Based on the listening sessions and consideration of the [Medicinal and Adult-Use Cannabis Regulation and Safety Act](#) new, staff developed a draft ordinance, of which major points were brought to the City Council for review and direction on November 12, 2019. After direction was given by City Council, staff further refined the draft ordinance. The major changes to the draft ordinance address:

1. Addition of retail sales, testing, distribution and delivery
2. Number of cannabis licenses to allow
3. Maximum square footage increase for cultivation
4. Allow cultivation license to be located on more than one parcel
5. Processing and nursery licenses
6. Non-storefront delivery for existing manufacturers and cultivators
7. Calculation of distance requirements
8. Allow multiple licenses per parcel
9. Allowable zoning districts
10. Employee background checks

1. Number of cannabis licenses to allow

The current ordinance allows 6 cultivation licenses and 9 manufacturing licenses. Distribution licenses have only been issued to existing cultivation or manufacturing facilities. The ordinance allows:

Type of Business	# of Licenses
Cultivation	6 (with increased square footage)
Manufacturing	15
Distribution	2 stand alone
Testing	Unlimited
Retail	3, with delivery
Non-Storefront Retail (delivery)	Allowed for existing manufacturers/ cultivators in City to sell their own products under a Type 13 (non-storefront retail license)

2. Maximum square footage increase for cultivation

The current ordinance allows cultivation up to 5,000 square feet. The State regulations allow indoor cultivation up to an acre, with licenses available for 5,000, 10,000, and 22,000 square feet of indoor cultivation area.

The draft ordinance will allow cultivation of up to 22,000 square feet in area. During interviews with cannabis facility owners, it was found that cannabis grown indoors is more valuable than cannabis grown in the open or in greenhouses, and therefore

allowing our current cultivators the ability to expand the allowable cultivation square footage will allow their brand to be more available and competitive statewide.

3. Allow cultivation license to be located on more than one parcel

Many of our existing cultivation businesses do not have room to expand to a 22,000 square foot canopy, and some have requested that the City consider allowing 1 cultivation license to be spread over two Santa Cruz County Assessors parcel numbers. For instance, a cultivation business may have an existing 5,000 square foot facility on West Beach Street, but no room to add cultivation area at that location. They might have the option to increase their cultivation area by securing a second location, with a permit.

4. Processing/Nursery licenses

The state issues licenses for processing and nurseries separately, even though they are both subsets of cultivation. Staff recommends that the City continue to permit processing and nurseries as part of a cultivation license. Any nursery license would be included in the total 22,000 square feet of allowable cultivation area under a local permit.

5. Delivery

Per state law, any licensed retail business with a delivery license may deliver cannabis products in Watsonville City limits. Staff recommends that the City allow local retail storefront dispensaries to deliver cannabis, as well as allow non-storefront delivery licenses for our cultivation and manufacturing businesses, so that they may deliver their product directly to customers without a retail storefront. This will allow all our local businesses the opportunity for a limited amount of retail sales and to get their products into the local market.

6. Calculation of separation requirements

The current ordinance requires a property line to property line separation requirement for all cannabis uses. This separation distance was put in place to ensure that there were not conflicts between cannabis facilities and their neighbors. What we've discovered over the last 3 years is that the only type of cannabis business that has any need to be separated from residential and sensitive uses are cultivation facilities, due to their inherent odor. Even with high tech odor-removing equipment, cannabis can be detected off-site.

In looking at maps of potential retail, distribution, manufacturing and expanded cultivation facilities with the current separation requirements, staff realized that there are severe limitations on where any of these additional facilities might be able to locate.

In order to allow for additional locations to establish cannabis facilities, the draft ordinance has been modified as follows:

Separation Requirements:

	Cultivation ¹	Manufacture ¹	Distribution ¹	Testing ¹	Retail ¹
School (K-12) ²	600'	600'	600'	600'	600'
Park	600'	600'	600'		600'
Residential zone	250'	250'	250'		250'
Legal residential use	100'	100'	100'		100'
Faith-based facility, licensed daycare, preschool or library	600'	600'	600'		600'

¹ Separation distance for cultivation facilities shall be measured from parcel line of sensitive use to nearest wall of cultivation facility. Separation distance for all other cannabis facilities shall be measured by path of travel from nearest parcel line of sensitive use to the front door of the cannabis facility.

² Separation distance from k-12 schools shall be measured from property line to property line.

The draft ordinance includes 3 ways to measure distance:

- For all facilities, property line to property line measurement from schools
- For cultivation, property line of sensitive use to nearest wall of cannabis facility
- For all other cannabis facilities, path of travel from sensitive use to main door of the cannabis facility

Please refer to Attachments 1, 2, And 3 (existing separation map and proposed separation map) for a graphic illustration of the potentially allowable areas for cultivation facilities.

7. Allow multiple licenses per parcel

When the cannabis ordinance was first adopted, staff had concerns that cultivation facilities would cluster on a few large industrial parcels in the City, and therefore the first ordinance did not allow multiple cannabis businesses on one parcel.

We now see that in some instances it may be more advantageous for different cannabis businesses to be located near each other and in some cases on the same property. There may be advantages in the future for unrelated cannabis businesses to share space, such as a commercial kitchen, to reduce the costs for developing infrastructure. Staff proposes allowing multiple cannabis businesses to be located on one parcel.

8. Allowable zoning districts

Cannabis manufacturing, distribution, and cultivation are limited to the General Industrial and Industrial Park zoning districts. Staff recommends that retail dispensaries be allowed in the Thoroughfare Commercial, and Visitor Commercial Zoning districts. Staff originally proposed allowing retail dispensaries in the Neighborhood Shopping center zoning district, however after discussions with

prevention partners, it was decided that shopping centers were not appropriate locations for dispensaries in Watsonville.

It has become common to see retail cannabis dispensaries in retail commercial areas in other cities. By its nature, a cannabis dispensary is a retail commercial use, and staff believes that the correct location for a retail dispensary in Watsonville would be in a retail commercial zone, but not in the historic downtown core or in the neighborhood commercial areas.

Large swaths of Main Street (outside of the downtown) and Freedom Boulevard corridors are zoned Thoroughfare Commercial. The Visitor Commercial zoning district is smaller, but is located in retail pockets in the City including the corner of Green Valley Road and Main Street, and West Beach Street. However, the proposed distance requirements would eliminate the corner of Green Valley Road and Main Street, due to the proximity to residential zones.

9. Employee background checks

The current cannabis ordinance requires background checks and ID badges for every owner, manager, and employee of a cannabis business. The background check process can take anywhere from a few weeks to months, depending on how busy the Department of Justice is. Because many of the positions in a cannabis facility can be entry-level, with high turnover, waiting weeks to months to determine whether an employee has a clean record has been detrimental to the company.

State law only requires background checks for owners and managers. The ordinance has been modified to require background checks for owners and managers only, and lets the cannabis business owners and managers decide how they will determine the criteria to use in making hiring decisions.

CONCLUSION:

Based on input from our local cannabis facility owners and the prevention community, the proposed modifications to the Cannabis Ordinance will provide for a comprehensive regulatory program for all types of cannabis businesses in Watsonville. The modifications provide opportunity for the existing cannabis facilities to expand in a very competitive market while providing opportunities for new cannabis manufacturing, testing, distribution, and retail facilities to be established with safeguards that will prevent such facilities from negatively impacting the community.

ATTACHMENTS:

1. Map showing current separation requirements for cannabis facilities
2. Map showing potentially available locations for cannabis cultivation facilities
3. Map showing potentially available locations for cannabis manufacturing, retail, and distribution facilities

Medical Cannabis Facility Separation Requirements 2017



City of Watsonville

Motto: "Opportunity Through Diversity; Unity Through Cooperation"

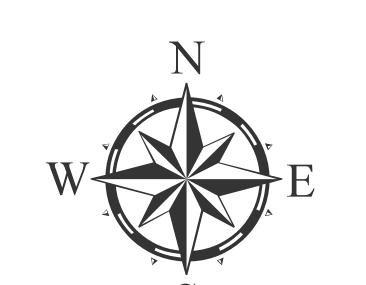
Legend

- City Streets
- Highway 1
- Levee
- Parcels

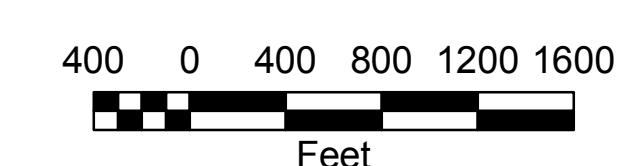
Zoning

- IG: General Industrial
- IP: Industrial Park
- Separation Buffer*
- Potential Cannabis Facility
- Watsonville City Limit

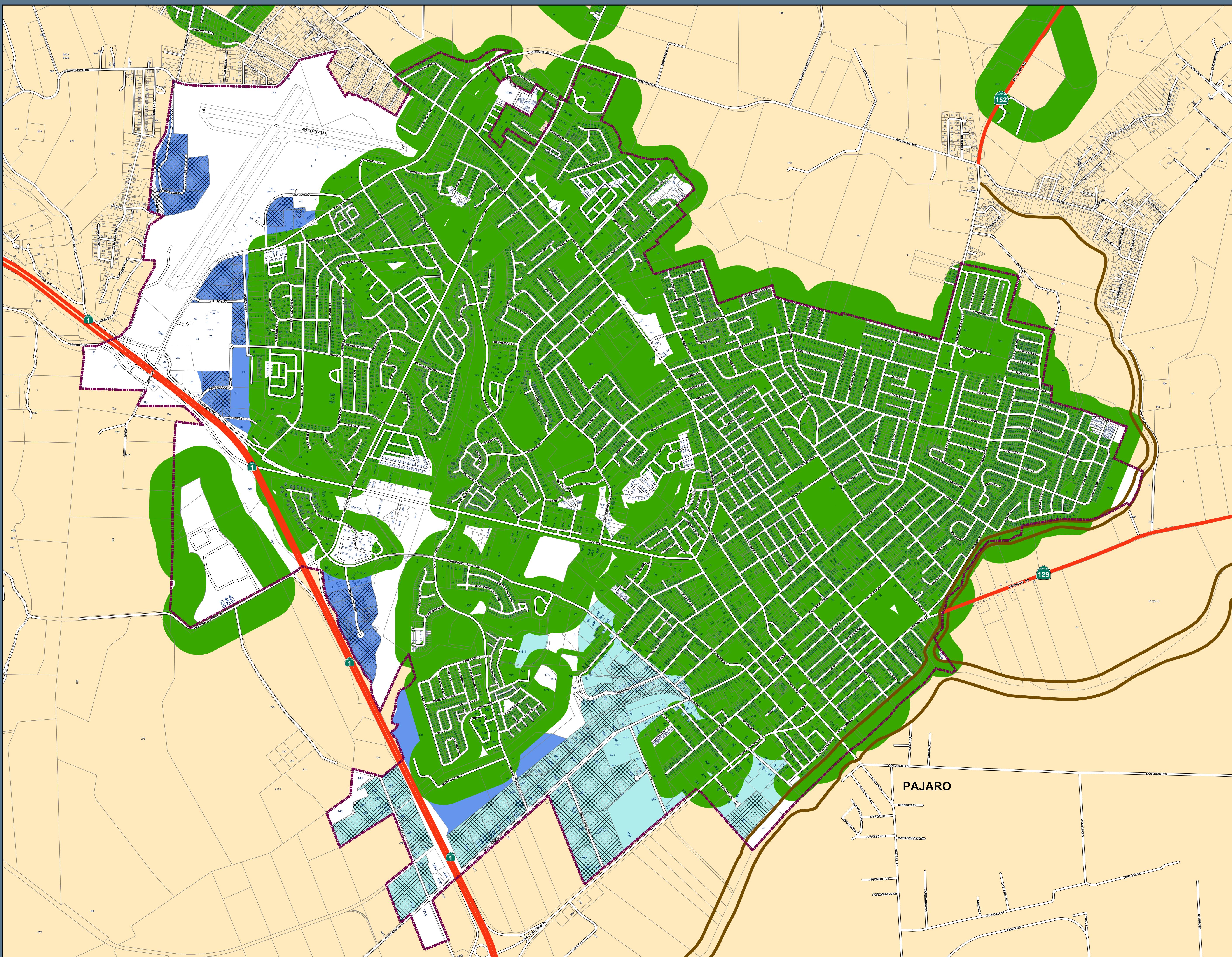
* Separation Buffer Criteria:
 > 600' from: Schools (K-12), City Parks, Faith Based Facility, Preschools, Libraries, and Licensed Child Care Centers
 > 300' from: Residential Zones
 > 100' from: Legal Residential Use



1 inch = 800 feet



Prepared by Watsonville GIS Center 7/26/2017 (C0DD1548).
 This Document is a graphic representation using the best currently available data.
 The City of Watsonville assumes no responsibility for any errors.
 Attachment 1
 Page 7 of 9



Medical Cannabis Cultivation Facility Separation Requirements 2019



City of Watsonville

Motto: "Opportunity Through Diversity; Unity Through Cooperation"

Legend

- City Streets
- Highway
- Levee
- Parcels

Zoning

Designation

- IG: General Industrial
- IP: Industrial Park
- Separation Buffer*
- MMJ Cultivation Allowed

Possible Cultivation Site

- Detailed Analysis Needed

Industrial Buildings 2007

- Outside of Separation Buffer
- Watsonville City Limit

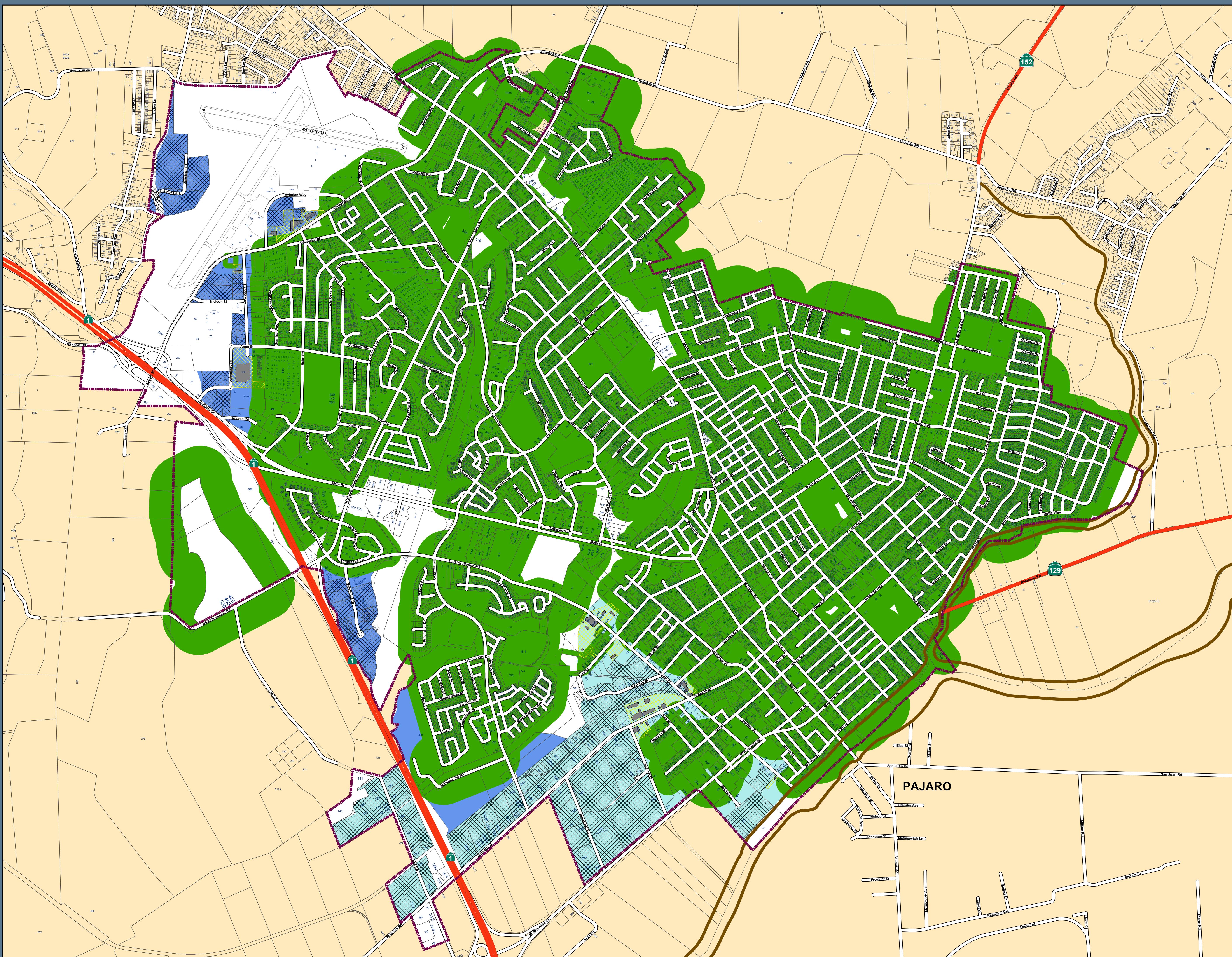
* Separation Buffer Criteria:
 > 600' from: Schools (K-12), City Parks, Faith Based Facility, Preschools, Libraries, and Licensed Child Care Centers
 > 250' from: Residential Zones
 > 100' from: Legal Residential Use



1 inch = 800 feet

400 0 400 800 1200 1600
Feet

Prepared by Watsonville GIS Center 12/05/2019 (CDD1548).
 This Document is a graphic representation using the best currently available data.
 The City of Watsonville assumes no responsibility for any errors or omissions.
 Attachment 1
 Page 8 of 9

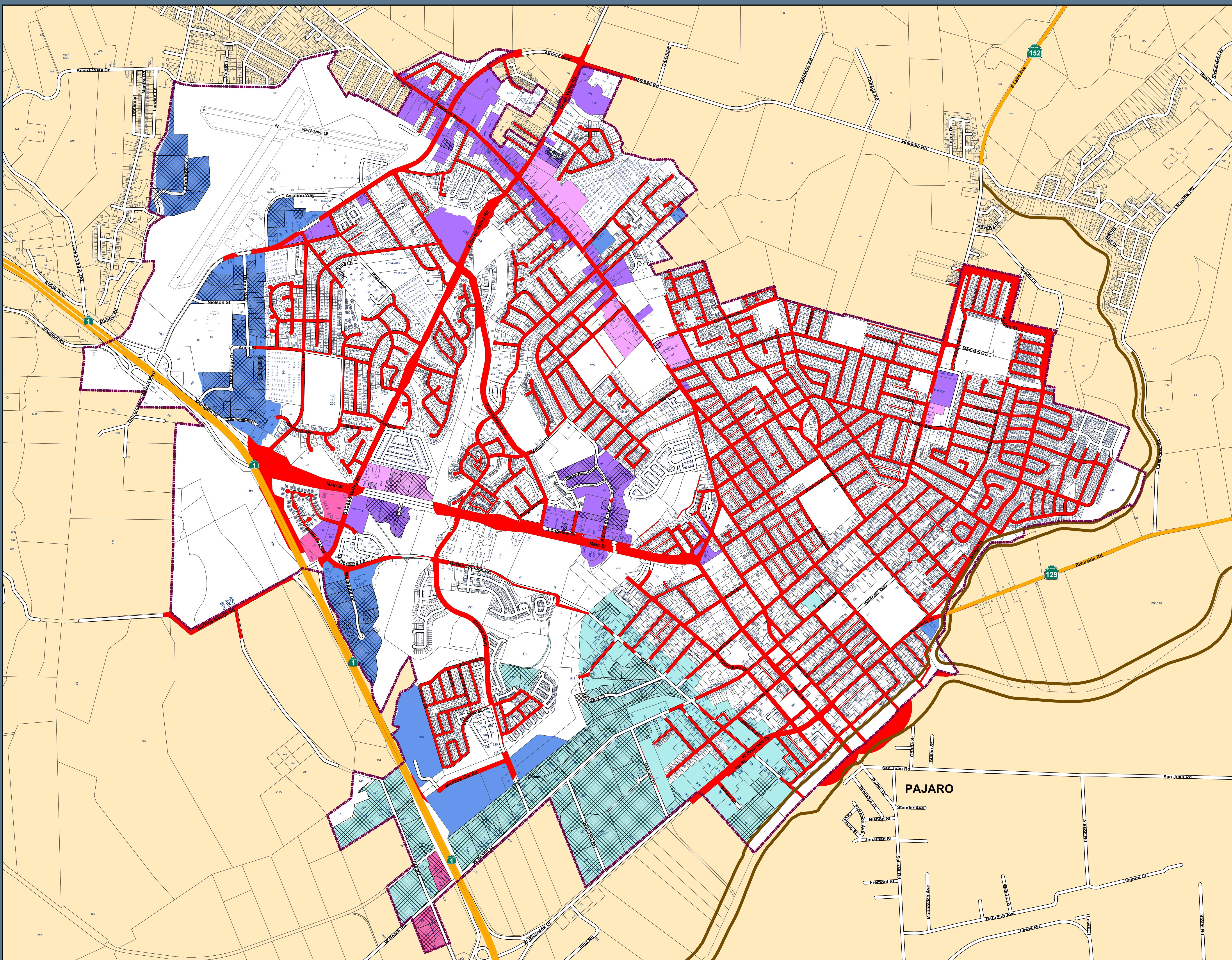


Potential Medical Cannabis Facility Sites



City of Watsonville

Motto: "Opportunity Through Diversity; Unity Through Cooperation"



Legend

City Streets

Highway

Levee

Parcels

Zoning

Potential Manufacturing Sites

IG: General Industrial

IP: Industrial Park

Potential Retail Sites

CNS: Neighborhood Shopping Center

CT: Thoroughfare Commercial

CV: Visitor Commercial

MMJ Separation Requirements 2019

Path of Travel

Possible MMJ Facility

Site Requires Detailed Analysis

Watsonville City Limit

* Separation Buffer Criteria:

> 600' from: Schools (K-12), City Parks, Faith Based Facility, Preschools, Libraries, and Licensed Child Care Centers

> 250' from: Residential Zones

> 100' from: Legal Residential Use



1 inch = 800 feet

400 0 400 800 1200 1600
Feet

Prepared by Watsonville GIS Center 12/03/2019 (C0DD1548).

This Document is a graphic representation using the best currently available data. Attachment 1. The City of Watsonville assumes no responsibility for any errors or omissions. Page 9 of 9

Cannabis Ordinance

Watsonville Municipal Code Chapters 14-53 and 14-16

Regulatory History

- 4.25.17: First Adoption of Cannabis Ordinance- medical only
- 1.1.18: State adult-use cannabis regulations
- 1.16.18: Local code allows adult-use cultivation and manufacturing
- 3.16.18: Local code allows distribution
- 1.16.19: State of California adopted final cannabis regulations
- 11.12.19: City Council direction on revised cannabis ordinance
- 1.14/20: Planning Commission adopted a Resolution recommending City Council approval of Chapters 14-16 and 14-



Process

- Watsonville City Charter Section 907:
- Changes to Title 14 (Zoning) require Planning Commission recommendation to City Council
- City Council 1st reading- 3/10/20
- City Council 2nd reading
- Ordinance becomes effective 30 days after 2nd reading

Permits to Allow

Type of Business	# of Licenses
Cultivation	6 (with increased square footage)
Manufacturing	15
Distribution	2 stand alone
Testing	Unlimited
Retail	3, with delivery
Non-Storefront Retail (delivery)	7 Allowed for existing manufacturers/ cultivators in City to sell their own products under a Type 9 (non- storefront retail license)

Maximum square footage increase for cultivation

- Current limit: 5,000 square feet
- Proposed limit: 22,000 square feet
- Allow cultivation on up to 2 parcels for existing businesses



Allow cultivation /mfg licenses to be located on more than one parcel

- Allow cultivation and manufacturing facilities to operate on up to 2 parcels/premises

Allow multiple licenses per parcel

- more advantageous for different cannabis businesses to be located near each other
- Potential for shared space: commercial kitchen, reduce infrastructure costs



Delivery



- Allow retail storefronts to deliver
- Allow up to 7 local cultivation/manufacturing facilities to obtain a distribution license to deliver their product only

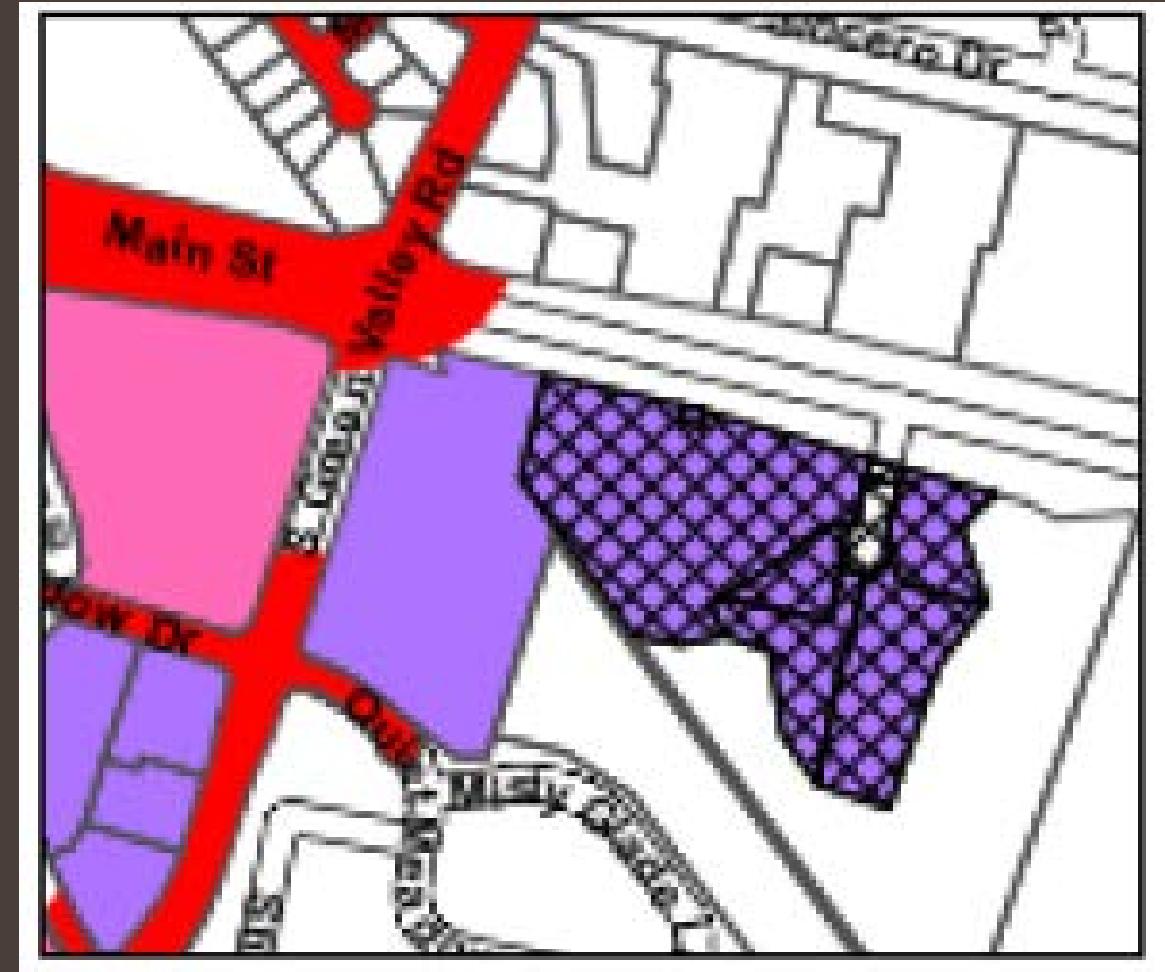
Class	Use	IP (Industrial Park)	IG (General Industrial)	CO (Office Commercial)	CV (Visitor Commercial)
1A	Cultivation, indoor, up to 5,000 sf	SUP	SUP	X	X
2A	Cultivation, indoor, up to 10,000 sf	SUP	SUP	X	X
3A	Indoor, between 10,001 and 22,000 sf	SUP	SUP	X	X
6 & 7	Manufacturer 1 & 2 Volatile/non volatile solvents	AUP	AUP	X	X
8	Testing	AUP	AUP	AUP	X
9	Non-storefront delivery	AUP	AUP	X	X
10	Retail, general	SUP	SUP	X	SUP
11	Distribution	AUP	AUP	X	X

Eligible Parcels in the CT (Thoroughfare Commercial) Zoning District

Auto Center Drive



Crossroads Shopping Center



Separation Requirements:

	Cultivation ¹	Manufacture	Distribution	Testing ¹	Retail ¹
School (K-12) ²	600'	600'	600'	600'	600'
Park	600'	600'	600'		600'
Residential zone	250'	250'	250'		250'
Legal residential use	100'	100'	100'		100'
Faith-based facility, licensed daycare, preschool or library	600'	600'	600'		600'

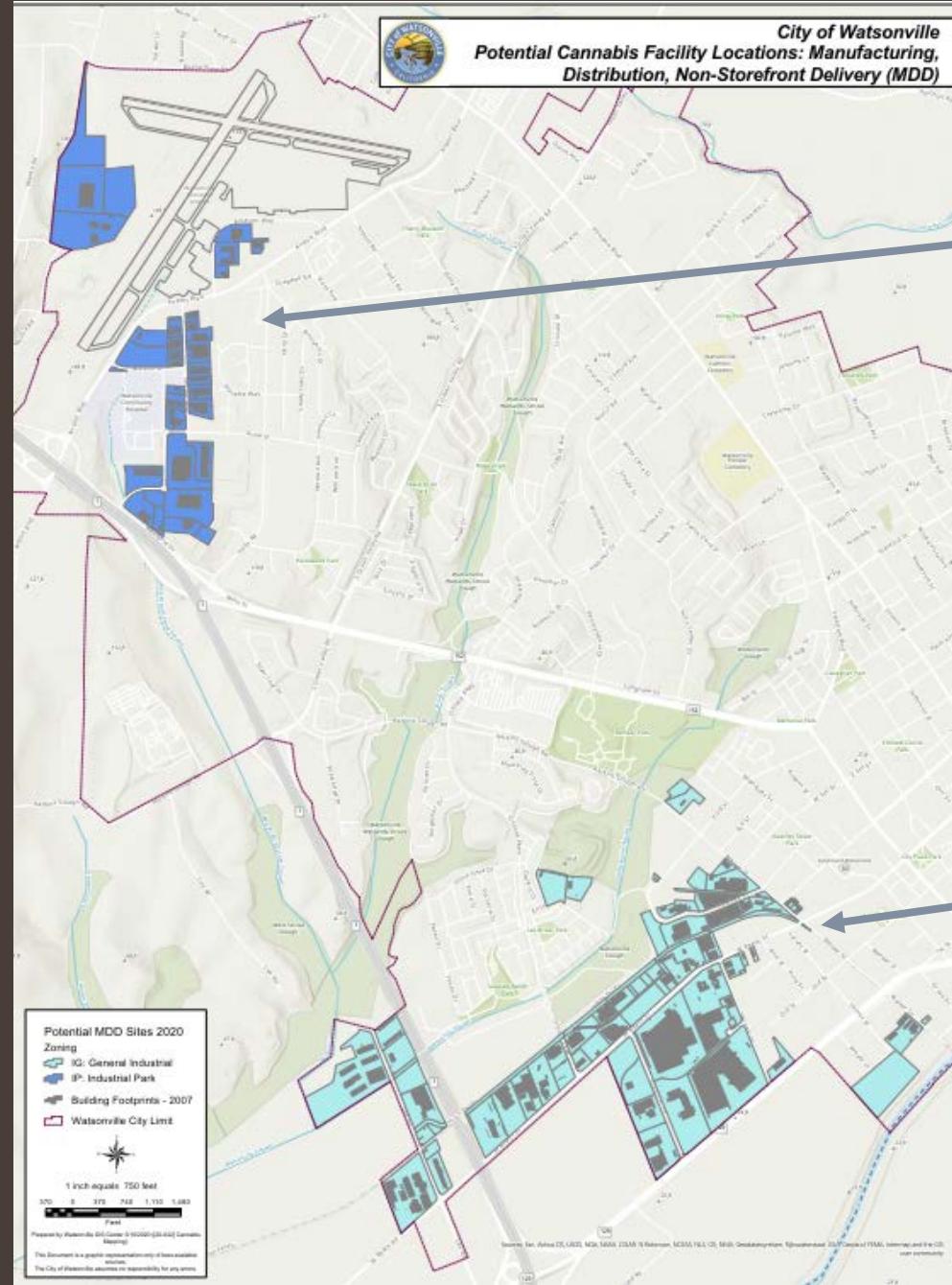
Separation Requirements

- Separation distance for cultivation facilities shall be measured from parcel line of sensitive use to nearest wall of cultivation facility.
- Separation distance for all other cannabis facilities shall be measured by path of travel from nearest parcel line of sensitive use to the front door of the cannabis facility.
- Separation distance from k-12 schools shall be measured from property line to property line.

DISCLAIMER!!

- These maps are illustrative only!
- Each parcel will require detailed analysis to determine precise path of travel to determine eligibility

Potential mfg,
distribution,
non-storefront
delivery
locations



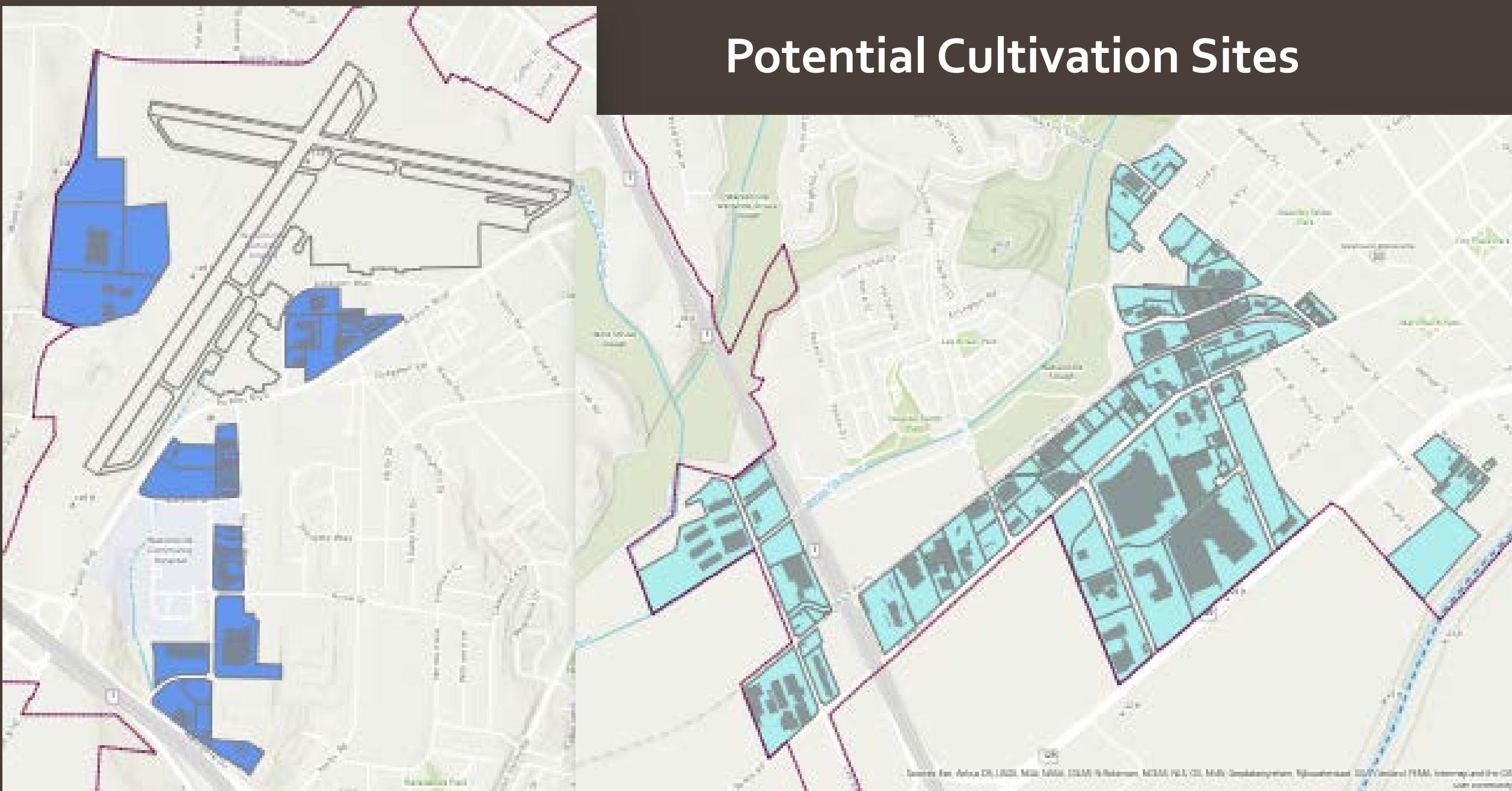
Hangar Way, Manfre
Road

Westside Industrial
Area

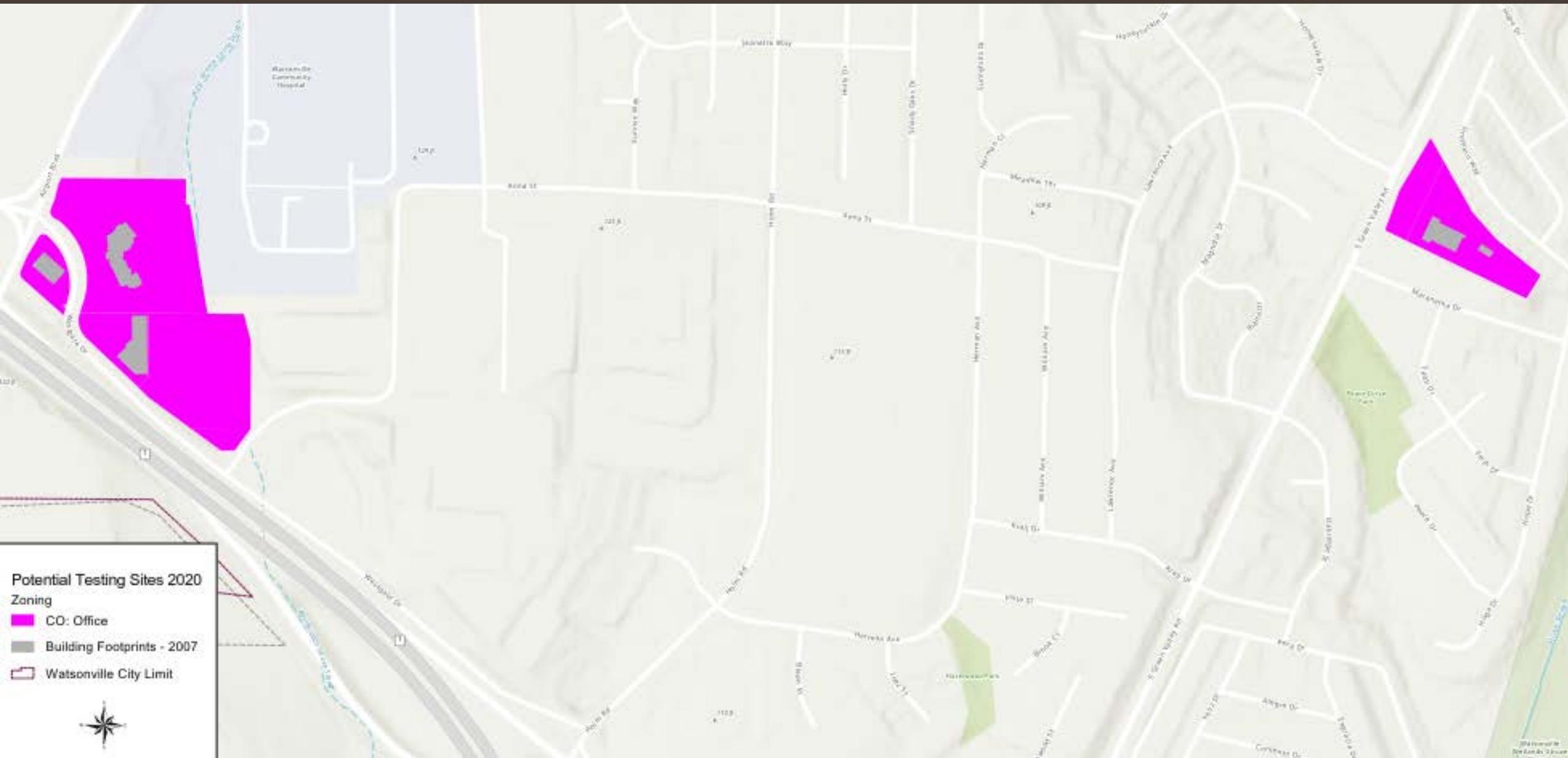
Potential distribution, manufacturing, non-storefront delivery locations



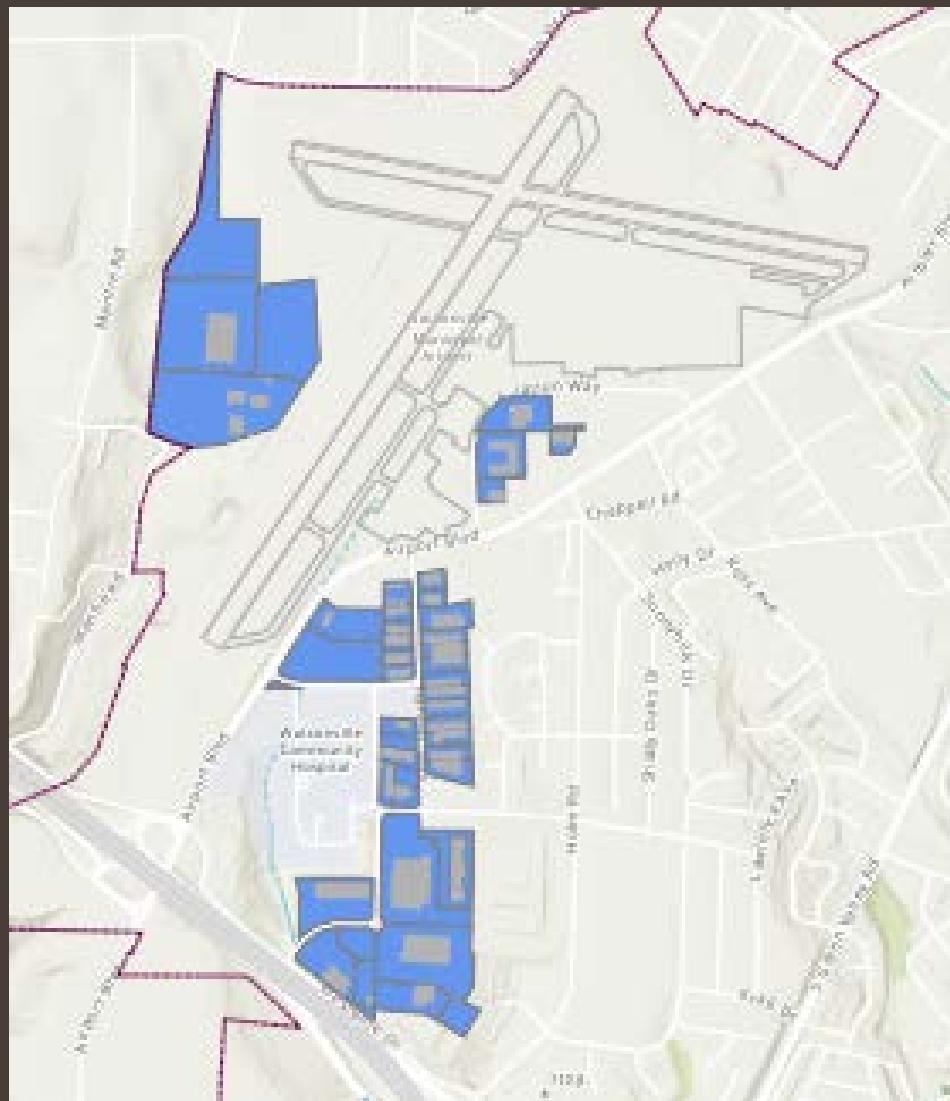
Potential Cultivation Sites



Potential Testing Sites



Potential Retail Sites



Application Process

- Merit based
- Pre-Application process with interview
- No site selection required for pre-application
- Use Permit required for all facilities that receive positive recommendation from pre-application process
- Applicants will have 6 months to secure a location and receive state licensing



Renewal Process

Annual renewal required

All permits to expire annually on June 30

Renewal applications to be submitted at least 90 days prior to expiration

Streamlined renewal process

Focus on audit and compliance with local and state regulations

Staff Recommendation

Planning Commission recommends that the City Council introduce ordinances to amend WMC Title 14-16 (District Regulations) and 14-53 (Cannabis Facilities) for the regulation of cultivation, manufacture, distribution, testing, delivery and retail sales of cannabis and cannabis products

Cannabis Ordinance

Watsonville Municipal Code Chapter 14-53



CANNABIS ORDINANCE

1 message

Ariana Tapia Silva

Tue, Mar 3, 2020 at 7:04 PM



Dear Council Members,

My name is Ariana Tapia and I am an employee for PVUSD specifically at PV high school and Starlight elementary school. I like to encourage you to consider a less expansive cannabis ordinance in the city of Watsonville. If the ordinance gets approved in the district, PV high students will have easier access to marijuana. Working at the school I see and here different stories of how students have access to marijuana and alcohol and it concerns me on how many points of access there will be for students. This really concerns me because I do also have a brother that attends PV high. Children at Starlight do not need to be exposed to marijuana at such a young age. We push children everyday to be successful and become something in life but how are we going to do that when we have a marijuana dispensary down the street? Please keep in mind that children are very smart and will question what that is and what that does and eventually find out. It will expose them to marijuana. Please consider removing thoroughfare commercial as a potential dispensary sites, as well as decreasing the number of delivery licenses from 24 to 3 and from 3 to 2 dispensary licenses. As a resident of Watsonville I would really appreciate it if you heard my voice. Thank you.

-Ariana Tapia Silva



Cannabis ordinance

1 message

Arlette Del Toro Rodriguez

Wed, Mar 4, 2020 at 2:12 PM

Dear Council members,

I am Arlette Del Toro Rodriguez a sophomore at Watsonville High School, I am also apart of Empower Watsonville which partners with PVPSA. The reason why I am sending this email is to let you know that I am concerned about the proposed changes and additions with the cannabis dispensaries that are being proposed here in Watsonville followed by the delivery licenses that are also being proportioned for those who want to be apart with the placement of these new dispensaries. By the information that I have been reviewing the placement of these dispensaries are to my concern now that they would be close to Cesar Chavez middle school, PV High school, Grocery Outlet shopping center, Ramsey Park, Starlight elementary,

Coffeville Shopping Center which is on the path to travel to AnnSoldo Elementary, & Lakeview middle school. This is of my MAJOR CONCERN because this will possibly cause the youth to become interested, involved, and receive a easier ability to have drugs from these dispensaries. There have also been studies that the easier ability of obtaining drugs from dispensaries will increase the number of YOUTH who use marijuana and drugs. Furthermore, I hope y'all would also acknowledge that with these dispensaries being placed here we would make this low income town have youth ABUSE THE USE, of drugs and our future generations matter and by having these attractions near us it wouldn't help us be successful it would in the other hand influence youth to want to consume drugs. Ultimately, I hope that my concern has place and that these proposed dispensaries are not placed anywhere near our youth

Sincerely yours,
Arlette Del Toro Rodriguez



Ordenanza Propuesta de Marijuana

1 message

Jorge Negrete <

Tue, Mar 3, 2020 at 7:27 PM

Buenas tardes Senores y señoritas del concilio,

Mi nombre is Jorge Negrete Adame y vivo en el distrito 6, no estoy de acuerdo con la propuesta ordenanza de marijuan especialmente con los dispensarios, ya hay mucha marijuana en Watsonville. Busquen otra froma de tener mas empleos. Me preoucapan mis nietos, dejarles watsonville lleno de marijuana. Les quiero dejar un lugar mas saludable donde vivan. Como residente con mas de 30 anos viviendo aqui, espero que escuchen mi voz.

Gracias,
Jorge Negrete



March 9, 2020

Dear Watsonville City Council:

As you know, our environment impacts the quality of our lives, our choices, and our opportunities. These environmental influences are especially influential for youth, whose brains and identities are still developing. Because of the prominent role of our environment in public health outcomes, a Health in All Policies framework suggests that all policies be analyzed through the lens of community health and wellbeing.

We want to develop policy that creates an environment that supports young people to have more time to focus on school, healthy strategies for coping with stress, and other interests, and decreases the potential of substance use disorder and cognitive impacts. Environmental factors that influence youth substance use include youth's perception of the substance, availability, access, and exposure to the substance. Therefore, preventing youth cannabis use requires creating an environment in Watsonville that reduces youth exposure to cannabis business and the total availability of cannabis to youth.

Desired Impact	CPP Identified Strategy to Address
Reduce youth exposure to cannabis businesses to prevent normalization and decreased perception of harm	<ul style="list-style-type: none">Zone dispensaries in Industrial Park, General Industrial and Visitor Commercial zones, removed from youth foot traffic from schools and points from congregation of youth.300 ft buffer from neighborhoods, with possible exception determined by Planning Commission or City Council. This retains setbacks from residential neighborhoods and families, while having a process to assess potential exceptions.Youth are especially impacted by advertising and marketing; prevention research repetitively advises to have clear cannabis advertising regulations and restrictions to reduce youth exposure to cannabis advertising.
Limit total availability of	<ul style="list-style-type: none">Restrict the number of retail cannabis businesses (both

cannabis to youth	<p>physical storefronts and delivery services), which require monitoring and compliance checks by law enforcement, to help prevent diversion to youth. Start with:</p> <ul style="list-style-type: none"> ○ 3 delivery licenses total (for any combination-- cultivation, manufacturing and retail business) ○ 2 storefront cannabis dispensary licenses (Washington State caps Cannabis dispensaries at 1 per 22,000 residents, and in the City of Watsonville, 33% of the population is under 21. Additionally, the delivery services provide additional availability of cannabis) ● Clarify that delivery vehicles contain cannabis products that have already been ordered; rather than keeping a stock of products.
-------------------	---

Sincerely,

Christopher Carr, Co-Chair and Christina Borbely, Co-Chair
 Santa Cruz County Community Prevention Partners



2827 S. Rodco Gulch Rd. #3 • Soquel, CA 95073 • (831) 431-6347 • Email: jason@scva.com

Date: 9 March 2020

To: City of Watsonville Council Members and Staff
250 Main St.
Watsonville, CA 95076

RE: Letter of Support for the Staff-Recommended Amendments to Title 14 (Zoning) of the Watsonville Municipal Code (WMC) Chapter 14-16 (District Regulations) and 14-53 (Cannabis Facilities) Regarding Cultivation, Manufacture, Distribution, Testing, Delivery and Retail Sales of Cannabis and Cannabis Products; Compassionate Care Amendment

Dear Watsonville City Council Members and Staff:

My name is Jason Sweet and I am a US Army veteran and the cofounder and CEO of Charlie Mike, Inc (DBA: Santa Cruz Veterans Alliance). SCVA is a licensed cannabis company (C10-00000492-LIC / C11-0000038-LIC / CAL18-00000270) founded in 2011 by two US military veterans on the mission of ensuring safe access to medicinal cannabis for qualified veteran patients AT NO CHARGE. We've accomplished this mission through our Veteran Compassion Program, which provides 100-150 veterans from all eras (WWII-present) with a FREE donation of medical cannabis and cannabis products monthly. I am writing this letter to support the staff-recommended amendments to Title 14 (Zoning) of the Watsonville Municipal Code (WMC) Chapter 14-16 (District Regulations) and 14-53 (Cannabis Facilities) regarding cultivation, manufacture, distribution, testing, delivery and retail sales of cannabis and cannabis products. My team at SCVA and I respectfully request your support for these amendments as well.

We would also like you to consider making an additional "Compassionate Care Amendment," that recognizes the long-established role of cannabis as a medicine in our community, similar to language found in the City of Berkeley Cannabis Ordinance. The City of Berkeley ordinance mandates that any cannabis retailers in the city establish a compassion program to ensure safe access for very low-income patients who reside in the city. Other than our own dispensary in Santa Cruz County, only dispensaries in Berkeley have maintained a compassionate care program since Prop 64 took effect in 2018. However, SB. 34, known as the Compassionate Use Act, just took effect this month at the state level and will allow cannabis producers to write-off the state cultivation taxes on donated products, which will allow compassion programs to restart through licensed dispensaries across the state. We believe there would be several benefits to including such language in any Watsonville Cannabis Retail Ordinance. First, by ensuring safe-access to medical cannabis for very low-income patients who reside in the City of Watsonville we will further reduce the demand for black market cannabis in the city, which is not subject to the same quality control and testing standards as licensed cannabis. At the same time, we will also help diminish the stigma around medical cannabis and further reinforce the image of cannabis in our community as a medicine first. We believe this framing is vitally important to the continued reduction in usage rates among minors that have been reported here in California and in other states that have legalized. I've included the City of Berkeley language below for your consideration.

Medicinal Cannabis for Very Low-Income Residents

- At least 2% (by weight) of the annual amount of Medicinal Cannabis in dried plant form provided by a Retailer to Qualified Patients and Primary Caregivers shall be provided at no cost to very low-income Qualified Patients who are Berkeley residents or their Primary Caregivers. This amount shall be calculated every six months, based on the amount dispensed during the immediately preceding six months. Medicinal Cannabis provided under this Section shall be the same quality on average as Medicinal Cannabis that is dispensed to other persons.
- b. For purposes of this Section, income shall be verified using federal income tax returns or another reliable method approved by the City Manager.



- For purposes of this Section, "very low income" shall mean the household income levels established by the U.S. Department of Housing and Urban Development.
- Retailers shall keep an accurate roster of very low-income Qualified Patients who are Berkeley residents, which shall include a copy of either a California Medical Cannabis Identification Card or a physician's recommendation, and, if using a Primary Caregiver, a written authorization from the Qualified Patient to be represented by such Primary Caregiver. Such records shall be maintained in a manner that protects the confidentiality of the Qualified Patient and Primary Caregiver.
- Retailers shall track distributions to very low-income Qualified Patients (or their Primary Caregivers) in an inventory management system compatible with the state Track-and-Trace program. Retailers shall generate a report every six (6) months showing the total percentage of Medicinal Cannabis sales distributed to Berkeley residents. If a Retailer voluntarily expands the program to residents outside of Berkeley, that percentage shall be calculated separately.

If the members of the council approve the recommended amendments without this "Compassionate Care Amendment" our team at SCVA will still be excited to apply for a retail license in the City of Watsonville with the goal of expanding our compassion program to the south county. But we do not want the interests of compassion in Watsonville to rest solely on our ability to obtain a retail license. Instead, we would prefer that the city's ordinance mandate that any retail businesses authorized to operate in the city commit to compassion for those members of the community who are most in need.

We would like to give a special thank you to the City Manager and the Community Development Department of the City of Watsonville for their hard work and continued efforts to advance the establishment of this industry in a safe and efficient manner. We would also like to thank you all for your time and consideration of these recommended amendments. Please let me know if you have any questions and I look forward to listening to your debate on these topics at the next council meeting.

Respectfully,

A large rectangular redacted area where a signature would be placed.
Jylon Sweat
CEO, SC Veterans Alliance



For tonight's meeting 3/10/20

1 message

ruby vasquez <

Tue, Mar 10, 2020 at 12:58 PM

Good afternoon,

I can't make tonight's meeting but would like to express my concern regarding the revisions to the cannabis ordinance. Knowing that these changes can affect the health, physical and emotional, of our youth; I urge all council representatives to vote against this change.

I understand that the City will be creating a health policy in the near future; it seems like approving changes in the cannabis ordinance would go against creating and passing a City health policy.

As a teacher, I know we can safely say that the more our community endorses and allows for marijuana to be grown and used in our city, our youth will interpret that as "it's ok" to use. It sends a wrong message!

It may bring in more money, but at the expense of our youth's wellbeing, it's not worth it!

I hope, as teachers, parents and committed community members, you will have only the very best interest of our vulnerable youth in your minds and hearts; and vote against these changes in this cannabis ordinance.

Thank you.

Respectfully,

Ruby Vasquez

Sent from my iPhone

ORDINANCE NO. Introduction (CM)

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
WATSONVILLE AMENDING CERTAIN SECTIONS OF CHAPTER 14-16
(DISTRICT REGULATIONS) OF TITLE 14 (ZONING) OF THE
WATSONVILLE MUNICIPAL CODE FOR THE REGULATION OF
CANNABIS BUSINESSES LOCATED WITHIN THE CITY**

Amends Ordinance No.'s 1327-16 and 1369-18 (CM)

WHEREAS, on or about January 14, 2020, the Watsonville Planning Commission adopted Resolution No. 3-18 (PC) recommending that the City Council amend Chapter 14-16 (District Regulations), in accordance with the Findings attached hereto and marked as Exhibit "A"; identifying those zoning districts where cannabis related uses may be allowed; and

WHEREAS, the City Council has reviewed the Ordinance, held a public hearing thereon, and found the request to be consistent with the Findings required for a zoning text amendment pursuant to Section 14-12.807 of the Watsonville Municipal Code.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WATSONVILLE,
CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

SECTION 1. ENACTMENT.

Section 14-16.503(a) (Conditional Uses) of Part 5: IP – Industrial Park District of Chapter 14-16 (District Regulations) of Title 14 (Zoning) of the Watsonville Municipal Code is hereby amended to read in words and figures as follows:

(a) The following uses require an Administrative Use Permit: temporary buildings, structures, storage areas, or office uses in conjunction with a valid building permit application for remodeling or new construction.

DLU		
	115	Cannabis distribution facility (Type 11 license)
	115	Type 9 cannabis delivery for cultivation/manufacturing facilities only
	2	Cannabis manufacturing (Type 6 or 7 license) volatile and/or non-volatile solvents
	6291	Cannabis testing lab (Type 8 license)

Section 14-16.503(b) (Conditional Uses) of Part 5: IP – Industrial Park District of Chapter 14-16 (District Regulations) of Title 14 (Zoning) of the Watsonville Municipal Code is hereby amended by adding DLU and amending GLU uses to read in words and figures as follows:

(b) The following uses require a Special Use Permit.

DLU		
	50	Retail Cannabis facility (Type 10 license only)
GLU		
	91	Indoor cultivation of cannabis up to twenty-two thousand (22,000) square feet (Type 1A, 2A or 3A license)

Section 14-16.603(a) (Conditional Uses) of Part 6: IG – General Industrial District of Chapter 14-16 (District Regulations) of Title 14 (Zoning) of the Watsonville Municipal Code is hereby amended to read in words and figures as follows:

(a) The following uses require an Administrative Use Permit: temporary buildings, structures, outdoor storage areas, office uses in conjunction with a valid building permit application for remodeling or new construction.

DLU		
	115	Cannabis distribution facility (Type 11 license)
	115	Type 9 cannabis delivery for cultivation/manufacturing facilities only
	2	Cannabis manufacturing (Type 6 or 7 license) volatile and/or non-volatile solvents
	6291	Cannabis testing lab (Type 8 license)

Section 14-16.603(b) (Conditional Uses) of Part 6: IG – General Industrial District of Chapter 14-16 (District Regulations) of Title 14 (Zoning) of the Watsonville Municipal Code is hereby amended by adding DLU, and amending GLU uses to read in words and figures as follows:

(b) The following uses require a Special Use Permit.

DLU		
	50	Retail Cannabis facility (Type 10 license only)
GLU		
	91	Indoor cultivation of cannabis up to twenty-two thousand (22,000) square feet (Type 1A, 2A or 3A license)

Section 14-16.603(b) (Conditional Uses) of Part 6: IG – General Industrial District of Chapter 14-16 (District Regulations) of Title 14 (Zoning) of the Watsonville Municipal Code is hereby amended by deleting use GLU 913 in its entirety.

Section 14-16.1503 (Conditional Uses) of Part 15: CO – Office District of Chapter 14-16 (District Regulations) of Title 14 (Zoning) of the Watsonville Municipal Code is hereby amended to read in words and figures as follows:

(a) The following uses require an Administrative Use Permit:

DLU		
	6291	Cannabis testing lab (Type 8 license)

(b) The following uses require a Special Use Permit:

DLU		
	197	Veterinary hospitals and clinics Exclusion: kennels
	2082	Brewpub
	4119	Ambulance firms
	48	Communication
	5811	Restaurant
	5811	Restaurant with beer and wine sales
	5811	Restaurant with liquor sales
	5811	Restaurant with bar
	6149	Instruction schools
	616	Mortuaries
	628	Vocational schools, commercial
	736	Health Clinics
	75	Hospitals
	7924	Athletic clubs

(c) Any lot or portion thereof being lawfully used for any of the purposes enumerated in this section when such property is first classified in a zone wherein such use is not permitted by right or when the use is prohibited by this or any future amendment to this title, shall nonetheless be deemed to be an approved site for such permitted conditional use, which may be continued thereon. The conditions included in any district ordinance, Conditional Use Permit or Variance which authorized such use shall also continue in effect. However, when a substantial change of mode or character of the operation of such property occurs, continuation of such use shall require approval by means of a Conditional Use Permit which permit may be granted notwithstanding that the pre-existing nonconforming use is otherwise not permitted by right or is a prohibited use within the zone.

(d) As used herein, the phrase "substantial change of mode or character of operation" shall include, but not be limited to: a transfer of ownership of any type of regulatory license required specifically for that use; a pattern of conduct in violation of any city, state or federal regulation, ordinance or statute; or a cessation of use for a period of six (6) months or more or as set forth in subdivision Section 14-25.030.

(e) Any permitted use operating pursuant to a Conditional Use Permit as required by this section, shall require approval de novo of a Conditional Use Permit upon a substantial change of mode or character of operation of such property.

Section 14-16.1603(b) (Conditional Uses) of Part 16: CV – Visitor Commercial District of Chapter 14-16 (District Regulations) of Title 14 (Zoning) of the Watsonville Municipal Code is hereby amended to read in words and figures as follows:

(b) The following uses require a Special Use Permit.

DLU		
	50	Retail Cannabis facility (Type 10 license only)

SECTION 2. PUBLICATION.

This ordinance shall be published in the Watsonville Register Pajaronina and/or Santa Cruz Sentinel in compliance with the provisions of the Charter of the City of Watsonville.

SECTION 3. EFFECTIVE DATE.

This ordinance shall be in force and take effect thirty (30) days after its final adoption.

**CITY OF WATSONVILLE
TEXT AMENDMENT**

EXHIBIT “A”

APN: Citywide
Address: Citywide
Applicant: City of Watsonville
Hearing Date: March 10, 2020

Text Amendment Findings (Section 14-12.807)

1. That the proposed amendment is consistent with the policies embodied in the General Plan.

Supportive Evidence

The proposed text amendments to Chapter 14-16 is consistent with the policies embodied in the General Plan, in that the Ordinance allows the City to facilitate economic vitality while ensuring the continued safety of the community regarding the cultivation, manufacture, distribution, testing, delivery and retail sales of cannabis.

2. That the proposed amendment is compatible to the extent possible with the actual and general planned use of the adjacent properties.

Supportive Evidence

The proposed text amendment is compatible to the extent possible with the actual and general planned use of the adjacent properties, in that the Ordinance includes a thorough application process to ensure that those businesses who wish to cultivate, manufacture, test, distribute, sell and/or deliver cannabis will be responsible to ensure that such uses are conducted safely, in compliance with local and state regulations, and kept out of the hands of Watsonville's youth.

ORDINANCE NO. Introduction (CM)

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE REPEALING CHAPTER 53 (CANNABIS FACILITIES) OF TITLE 14 (ZONING) IN ITS ENTIRETY AND ADDING A NEW CHAPTER 53 OF TITLE 14 (ZONING) OF THE WATSONVILLE MUNICIPAL CODE REGARDING THE CULTIVATION, MANUFACTURE, DISTRIBUTION, TESTING, DELIVERY AND RETAIL SALES OF CANNABIS AND CANNABIS PRODUCTS

Repeals Ordinance No's 1362-18 and 1364-18 (CM)

WHEREAS, if cannabis facilities and cultivation were permitted to be established or if existing businesses were permitted to distribute, sell or cultivate cannabis without appropriate regulation, such uses might be established in areas that would conflict with the requirements of the General Plan, be inconsistent with surrounding uses, or be detrimental to the public health, safety and welfare; and

WHEREAS, the Council desires to enact an ordinance regulating cannabis facilities and cultivation so Watsonville residents may have safe and convenient access to cannabis, while ensuring that such uses do not conflict with the General Plan, are not inconsistent with surrounding uses, and are not detrimental to the public health, safety and welfare; and

WHEREAS, the Council and to mitigate the negative impacts and secondary effects associated with cannabis business activities including, but not limited to, demands placed on law enforcement and administrative resources, neighborhood disruptions; the exposure of children to cannabis; drug sales to minors and adults; robberies, burglaries; assaults; and other violent crimes. Cannabis facilities shall be permitted, upon application and approval of a regulatory permit in accordance with the criteria and procedures set forth in this code.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WATSONVILLE,
CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

SECTION 1. ENACTMENT.

Title 14 (Zoning) is hereby amended by repealing Chapter 53 (Medical Cannabis Facilities) in its entirety and adding a new Chapter 53 (Cannabis Facilities) of the Watsonville Municipal Code to read in words and figures as follows:

o-0-o

TABLE OF CONTENTS

SECTION 1. ENACTMENT.....	2
CHAPTER 53 CANNABIS FACILITIES.....	3
Article 1. General Provisions	3
Sec. 14-53.101 Purpose and intent.....	3
Sec. 14-53.102 Legal Authority.....	4
Sec. 14-53.103 Definitions.....	4
Sec. 14-53.104 Cannabis Use Permit required to engage in cannabis business.....	5
Sec. 14-53.105 Requirements for Cannabis Delivery by Businesses Outside City.....	5
Sec. 14-53.106 Zoning classifications and location.....	6
Sec. 14-53.107 Cannabis Use Permit Pre-Application.....	9
Sec. 14-53.108 Cannabis Use Permit Application.....	10
Sec. 14-53.109 Evidence of Cannabis Background Check Required.....	10
Sec. 14-53.110 Approval of Cannabis Use Permit.....	11
Sec. 14-53.111 Fees and Charges.....	11
Sec. 14-53.112 Change in Location/Business Structure.....	12
Sec. 14-53.113 Renewal or Revocation.....	13
Sec. 14-53.114 Limitations on City's Liability.....	17
Article 2. Findings.....	18
Sec. 14-53.201 Findings for Approval.....	18
Article 3. Operating Conditions.....	18
Sec. 14-53.301 Uniform Use Permit Conditions for all Cannabis Facilities.....	18
Sec. 14-53.302 Type 1A, 2A or 3A Conditions (Cultivation).....	23
Sec. 14-53.303 Type 6 and 7 Conditions (Manufacturing).....	25
Sec. 14-53.304 Type 8 Conditions (Testing).....	28
Sec. 14-53.305 Storefront and Non-storefront Delivery Conditions.....	30
Sec. 14-53.306 Type 10 Conditions (Store Front Retail).....	33
Sec. 14-53.307 Type 11 Conditions (Distribution).....	37
Article 4. Operating Standards.....	38
Sec. 14-53.401 Signs.....	38
Sec. 14-53.402 Permissible Delivery Locations and Customers.....	39
Sec. 14-53.403 Recordkeeping.....	40

Sec. 14-53.404 Security	42
Sec. 14-53.405 Video Surveillance.....	48
Sec. 14-53.406 Identification Badge Display Requirements.....	52
Sec. 14-53.407 Additional Terms and Conditions.....	53
Article 5. Enforcement	53
Sec. 14-53.501 Compliance	53
Sec. 14-53.502 Inspections.....	54
Sec. 14-53.503 Appeals	55
Sec. 14-53.504 Violations is Misdemeanor.	55
SECTION 2. PUBLICATION	55
SECTION 3. EFFECTIVE DATE.....	56

CHAPTER 53 CANNABIS FACILITIES

Article 1. General Provisions

Sec. 14-53.101 Purpose and intent.

(a) It is the purpose and intent of this Chapter to implement the provisions of the Medicinal and Adult Use Cannabis Regulation and Safety Act [Senate Bill 94, Approved by Governor June 27, 2017, filed with California Secretary of State on June 27, 2017] (hereafter “MAUCRSA”) to accommodate the needs of medically-ill persons in need of cannabis for medicinal purposes as recommended by their health care provider(s), and to provide access to same.

(b) It is also the purpose and intent of this Chapter to provide access to adult-use cannabis for persons aged 21 and over as authorized by the Control, Tax & Regulate the Adult Use Cannabis Act (“AUMA” or “Proposition 64” approved by California voters in 2016), while imposing sensible regulations on the use of land to protect the City’s residents, neighborhoods, and businesses from disproportionately negative impacts. As such,

(c) It is the further purpose and intent of this Chapter to regulate the cultivation, processing, manufacturing testing, sale, delivery, distribution and transportation of cannabis and cannabis products in a responsible manner to protect the

health, safety, and welfare of the residents of the City of Watsonville and to enforce rules and regulations consistent with state law.

(d) It is, in addition, the purpose of intent of this Chapter to require all commercial cannabis operators to obtain and renew annually a permit to operate within the City of Watsonville.

(e) Nothing in this Chapter is intended to authorize the possession, use, or provision of cannabis for purposes that violate state law.

(f) This Chapter is in addition to any other permits, licenses and approvals which may be required to conduct business in the City.

Sec. 14-53.102 Legal Authority.

Pursuant to Sections 5 and 7 of Article XI of the California Constitution, the provisions of MAUCRSA any subsequent state legislation and/or regulations regarding same, the City may adopt standards, requirements and regulations for the licensing and permitting of commercial cannabis activity. Any standards, requirements, and regulations regarding health and safety, security, and worker protections established by the State of California, or any of its departments or divisions, shall be the minimum standards applicable in the City to all commercial cannabis activity.

Sec. 14-53.103 Definitions.

The following definitions shall apply to this Ordinance.

The definitions promulgated for the California Cannabis Cultivation Program in Title 3 of California Code of Regulations §§ 8000 et seq, 3 CCR 8000.

The definitions promulgated by the California Bureau of Cannabis Control in Title 16 of California Code of Regulations §§ 5000 et seq, 16 CCR 5000.

(a) “Cannabis Use Permit” shall mean a cannabis administrative use permit for commercial cannabis activity from the Zoning Administrator pursuant to this chapter or a Cannabis special use permit for commercial cannabis activity from the Planning Commission pursuant to this chapter.

(b) “Facility” shall mean any building or structure used for or related to the cultivation, processing, testing, retail sales, delivery or manufacturing of cannabis.

(c) “Manager” shall mean a person who participates in the direction, control, or supervision of a permittee.

(d) “Owner” shall mean a person a person with an ownership interest of any kind in the permittee

(e) “Permittee” shall mean a person issued a cannabis use permit under this chapter to engage in commercial cannabis activity

Sec. 14-53.104 Cannabis Use Permit required to engage in cannabis business.

(a) A cannabis use permit shall be required before engaging in commercial cannabis activity in the City.

(b) An application for a cannabis use permit shall include the information and completed and verified documents as may be prescribed by the Zoning Administrator.

(c) All application fees shall be paid when the application is submitted.

(d) No application shall be complete until the Zoning Administrator notifies an applicant in writing that the Zoning Administrator deems their application complete.

Sec. 14-53.105 Requirements for Cannabis Delivery by Businesses Outside City.

No cannabis delivery business located outside the City shall deliver cannabis and/or cannabis products to a customer located inside the City unless all the following requirements are met:

(a) The business for delivery is properly licensed by the State of California and by any California city or county.

(b) The delivery business has first obtained, paid for and maintains in full force and effect a City business license under Chapter 4 of Title 3 of this Code.

(c) The delivery business has registered with the Police Department using forms approved by the Chief of Police and provided a copy of its state license and local government approval permitting it to engage in commercial cannabis delivery.

(d) The delivery business has obtained and continues to maintain in full force and effect the required state license or licenses for the commercial cannabis activities in which they are engaged.

Sec. 14-53.106 Zoning classifications and location.

(a) Cannabis use permit classifications are:

<u>WATSONVILLE CANNABIS USE PERMIT CLASSIFICATIONS</u>		
Classification	Activity	Description
1A	Cultivation;	Indoor. Up to five-thousand (5,000) square feet of canopy space
2A	Cultivation;	Indoor. Five thousand one (5,001) to ten thousand (10,000) square feet of canopy space.
3A	Cultivation;	Cultivation; Indoor. Ten thousand one (10,001) to twenty-two thousand (22,000) square feet of canopy space.
6	Manufacture	1 for products not using volatile solvents.
7	Manufacture	Manufacturer 2 for products using volatile solvents.
8	Testing Laboratory	
9	Retailer Non-storefront	Must have a licensed premise but is not open to the public. Sales conducted exclusively by delivery.
10	Retailer	General
10A	Retailer	No more than three (3) retail sites

11	Distribution	Cannabis distribution
----	--------------	-----------------------

(b) Cannabis use permits shall only be permitted in the IP, IG, CO or CV districts as set forth below.

Class	Use	IP (Industrial Park)	IG (General Industrial)	CO (Office Commercial)	CV (Visitor Commercial)
1A	Cultivation, indoor, up to 5,000 sf	SUP	SUP	X	X
2A	Cultivation, indoor, up to 10,000 sf	SUP	SUP	X	X
3A	Indoor, between 10,001 and 22,000 sf	SUP	SUP	X	X
6	Manufacturer 1, for products not using volatile solvents	AUP	AUP	X	X
7	Manufacturer 2, for products using volatile solvents	AUP	AUP	X	X
8	Testing	AUP	AUP	AUP	X
9	Non-storefront delivery	AUP	AUP	X	X
10	Retail, general	SUP	SUP	X	SUP
11	Distribution	AUP	AUP	X	X
SUP = Special Use Permit AUP = Administrative Use Permit X = Prohibited					

(c) Any cannabis use permit shall automatically expire if cannabis business activity ceases for ninety (90) calendar days or more.

(d) The number of cannabis facilities in the City shall not exceed:

Permitted Numbers of Cannabis Use Permits	
Cannabis Use Permit Classifications	Maximum Facilities Allowed
Type 1A, 2A, or 3A (Cultivation)	6
Type 6 or 7 (manufacturing)	15
Type 8 (testing)	No limit
Type 9 (non-storefront retail)	7 only those cultivation and/or manufacturing permittees holding a valid City Use Permit shall be eligible to obtain a Type 9 Cannabis Use Permit to sell only products cultivated/manufactured at their local Watsonville facility

Type 10 (store-front retail)	3
Type 11 (distribution)	2

(e) A permittee may have only one of each of the following classes of

Cannabis use permits:

License Type	Description
1A, 2A, or 3A	cultivation
6 or 7	manufacturing
9	Non-storefront delivery
10	retail
11	distribution

(f) Type 1A, 2A, or 3A (Cultivation) cannabis use permits shall be limited to two parcels.

(g) More than one cannabis facility may be located on a single parcel. A separate permit is required for each cannabis facility on a parcel.

	SEPARATION REQUIREMENTS ¹				
	Cultivation	Manufacture	Distribution	Testing	Retail
School (K-12)	600'	600'	600'	600'	600'
Park	600'	600'	600'		600'
Residential Zone	250'	250'	250'		250'
Legal Residential Use	100'	100'	100'		100'
Faith based facility, licensed daycare, preschool or library	600'	600'	600'		600'

¹ Separation distance from K-12 schools shall be measured from property line to property line. Separation distance for cultivation facilities shall be measured from parcel line of sensitive use to nearest wall of cultivation facility. Separation distance for all other cannabis facilities shall be measured by path of travel from nearest parcel line of sensitive use to the front door of the facility. separation distance from K-12 schools shall be measured from property line to property line.

Sec. 14-53.107 Cannabis Use Permit Pre-Application.

When the Zoning Administrator determines that number of active cannabis use permits in the City is less than the number of cannabis use permits allowed for a particular class, the Zoning Administrator shall advertise in at least one newspaper of general circulation and post on the City's website an announcement that the City will accept applications for additional cannabis use permit or permits. The notice shall identify the City's application webpage, requirements, application deadline(s), and contact information for questions.

The Zoning Administrator shall determine the form and requirements for a cannabis use permit pre-application.

- (a) The Zoning Administrator shall determine an appropriate period within which to allow submittal of pre-applications.
- (b) Applicants shall submit cannabis use permit pre-applications to the Zoning Administrator.
- (c) Cannabis use permit pre-applicants shall be subject to a competitive, merit-based review to determine eligibility to apply for a cannabis use permit.
- (d) Staff shall then schedule interviews with three more applicants than the number of Cannabis use permits available for each available permit.
- (e) City staff shall review and score all pre-applications after expiration of the pre-application period, a cannabis use permit pre-application selection committee shall consist of representatives of the Police Chief, Fire Chief, Community Development Director and City Manager and an independent third-party cannabis consultant selected by the Zoning Administrator shall convene to review applications and interview

applicants. The cannabis use permit pre-applicants determined to best meet the community's needs shall then be asked to submit an application a cannabis use permit.

(f) If the cannabis use permit pre-applicant interview panel approves any cannabis use permit pre-application, the applicant shall then submit a cannabis use permit application to the Community Development Department for consideration.

Sec. 14-53.108 Cannabis Use Permit Application.

The Zoning Administrator shall determine and provide submittal requirements and instructions for completing Cannabis use permit applications.

Sec. 14-53.109 Evidence of Cannabis Background Check Required.

(a) All applicants for a Cannabis use permit must be legally authorized for cannabis activity under state law.

(b) All applicants shall provide the Zoning Administrator with evidence of submittal of a Livescan criminal background check for all owners and managers.

(c) The criminal background checks completed by owner and managers must at a minimum identify:

(1) Whether any owner or manager has ever pled guilty or no contest or been convicted of a violent felony as defined by subdivision (c) of California Penal Code 667.5, or equivalent offenses in other states or under the laws of the United States.;

(2) Whether any owner or manager has ever pled guilty or no contest or been convicted of a felony involving dishonesty, fraud or deceit, including but not limited to fraud, forgery, theft, or embezzlement as those offenses are defined in California Penal Code Sections 186.11, 470, 484, and 504a,

respectively; or equivalent offenses in other states or under the laws of the United State; or

(3) Whether any owner or manager has ever pled guilty or no contest or been convicted of a felony, possession, transportation, distribution or similar activities related to controlled substances, as defined in the Federal Controlled Substances Act, not including cannabis-related offenses for which the conviction occurred before the passage of MAUCRSA.

(d) Evidence that any owner or manager has plead guilty or no contest or been convicted of any the offenses enumerated in Section 14-53.109 of this Code may be grounds for denial of a cannabis use permit.

Sec. 14-53.110 Approval of Cannabis Use Permit.

Cannabis Use Permits shall be processed in accordance with the procedures described in Part 5 of Chapter 12 of Title 14 of this code.

Approval of a cannabis use permit shall also be contingent on the following:

- (a) Applicant must have been identified as a potential cannabis use permit holder through the Pre-Application process; and
- (b) Approval of a cannabis use permit within six months of selection as a potential cannabis use permit; and
- (c) Obtaining all necessary state license(s) within six months of positive recommendation through the pre-application process.

If any one or more of the above items have not been satisfied, the cannabis use permit shall automatically expire.

Sec. 14-53.111 Fees and Charges.

An applicant, permittee, owner, manager and employee shall timely and fully pay required fees when due. The amount of the following required fees shall be established by Council resolution.

- (a) A cannabis pre-application fee is due and payable in full when a cannabis pre-application is submitted;
- (b) A cannabis pre-application interview fee is due and payable in full within 10 days of notice that a pre-application interview has been granted;
- (c) A cannabis use permit application fee is due and payable in full when a qualified applicant submits a cannabis special use permit application;
- (d) A cannabis use permit renewal fee is due and payable for each location when a cannabis use permit renewal application is submitted to the City.
- (e) An annual cannabis identification badge fee for each owner manager and employee of a cannabis facility is due and payable annually.
- (f) Any other fees for inspection, auditing or investigation not included within the other fees associated with a cannabis use permit application or a cannabis use permit renewal application.

Sec. 14-53.112 Change in Location/Business Structure.

- (a) A cannabis use permit does not run with the land. It is personal to the permittee. A permittee may apply to relocate contingent upon first obtaining a new Cannabis use permit for the new location, and approval from the state licensing agency for the new location. The process and the fees for re-location shall be the same as the process and fees in Sections 14-53.108 and 14-53.112.
- (b) Within fifteen (15) calendar days of any change in information provided in the application for a Cannabis use permit or any change in status of compliance with the

provisions of this chapter, including any change in the applicant's ownership or control, , the permittee shall file an application for a new Cannabis use permit with the Zoning Administrator and pay the applicable cannabis use permit fee.

(c) A permittee may change the form of its business entity upon application to the Zoning Administrator and presentation of a new business License application under Chapter 3-4 if membership of the new business entity is substantially similar to the original permittee, owner and managers.

(d) If the original permittee is an unincorporated association, mutual or public benefit corporation, agricultural or consumer cooperative and transitions to, or forms a new business entity as allowed under MAUCRSA; provided, that the board of directors (or in the case of an unincorporated association, the owners and managers) are substantially the same as the original permittee.

(e) Although an application for a new cannabis use permit is not required in these two circumstances, the permittee shall notify the Zoning Administrator in writing of the change within ten days, by filing a new Business License application with a written explanation of the change. Failure to comply with this provision is grounds for cannabis use permit revocation.

(f) Any attempt to transfer a cannabis use permit directly or indirectly in violation of this section is void and is ground for revocation of the cannabis use permit.

Sec. 14-53.113 Renewal or Revocation.

(a) Each cannabis use permit shall be valid for a period not exceeding one year and require renewal each year on or before June 30. Renewal of cannabis use permit shall be as provided for in Section 14-53.115.

(b) No cannabis use permit issued under this chapter may be renewed unless:

(1) A new application has been filed as set forth in Section 14-53.115 no less than March 30 or ninety (90) days before expiration date of the use permit, whichever first occurs;

(2) The cannabis use permit renewal application fee in Section 14-53.113, has been paid; and

(3) The applicant satisfies all requirements of this chapter.

(c) Cannabis Use Permit Renewal Application.

(1) An application to renew a cannabis use permit/ shall be on forms provided by the Zoning Administrator. The forms shall be signed under penalty of perjury, and shall include, but not be limited to, the following information:

(i) The names of the applicant's owners and managers;

(ii) The street address;

(iii) The Santa Cruz County Tax Assessor's Parcel Number of the existing cannabis facility;

(iv) A copy of the recorded deed vesting ownership of the parcel in the current owner,

(v) A copy of the applicant's State-issued license to engage in a cannabis business;

(vii) The applicants' and owners' waiver and release of the City from any and all liability or arising from the application for a cannabis use permit, the issuance of the cannabis use permit, the denial of the cannabis

use permit, or the enforcement of the conditions of the cannabis use permit;

(viii) Background information to be determined by the Zoning Administrator, including but not limited to a statement that the applicant(s) and owner(s) have submitted to a LiveScan background check no earlier than 30 days before the date the application for the cannabis use permit is submitted;

(ix) Federal Tax Identification name and number;

(x) Security plan and any security procedures form that the applicant submitted to the Bureau;

(xi) For facilities holding a cannabis use permit for cannabis delivery, the cannabis delivery procedures form that the applicant submitted to the Bureau;

(xii) Vehicle registration and proof of insurance for all delivery vehicles;

(xiii) Proof of compliance with workers' compensation State insurance requirements; and

(xiv) Such other information as the Zoning Administrator deems reasonably necessary to a thorough review of the cannabis use permit renewal application.

(xv) Identification of any changes to the information the applicant submitted on the original cannabis use permit renewal application;

(xvi) Any law enforcement or enforcement activity related to the permittee's operations during the past calendar year;

(xvii) A representation that the applicant continues to hold in good standing any license required by the State of California to operate a cannabis facility;

(xix) Such other information as the Zoning Administrator deems reasonably necessary to a thorough review of the application for renewal of the cannabis use permit renewal application.

(d) Review of the Use Permit Renewal Application.

(1) Upon receipt of an application for renewal of a Cannabis use permit, the Zoning Administrator shall update the permittee's file and perform whatever investigation the Zoning Administrator deems necessary to determine whether to grant or deny the cannabis use permit. The investigation may include a physical inspection of the facility and any delivery vehicles, at the discretion of the Zoning Administration.

(2) Issuance of a renewal cannabis use permit is a discretionary act. No applicant shall be automatically entitled to receive a use permit renewal based solely on meeting the basic requirements of this chapter. It is not necessary for the Zoning Administrator to issue findings before granting a use permit renewal to an applicant who is requesting to maintain already-approved business operations.

(e) The Zoning Administrator or designee may revoke or elect not to renew a cannabis use permit issued under this chapter if:

(1) The applicant or permittee and its owners and managers have not complied at all times with this ordinance.

(2) Any failure to comply with the cannabis use permit conditions of approval or the Municipal Code,

(3) Any other facts, circumstances or conditions which indicate that renewal of the cannabis use permit regulatory permit will be detrimental to the health, safety, or welfare of the residents of the City.

(4) The Zoning Administrator or designee is aware of any law enforcement or State license enforcement activity related to the permittee's operations either with the locally permitted facility or any other facility owned and/or operated by the permittee in any other jurisdiction during the past calendar year that led to a documented, material violation of one or more conditions of the facility's cannabis use permit.

Sec. 14-53.114 Limitations on City's Liability.

(a) To the fullest extent permitted by law, the City shall not be liable whatsoever, with respect to approving any permit pursuant to this chapter or the operation of any facility approved pursuant to this chapter. As a condition of approval of a cannabis use permit as provided in this chapter, the applicant or its legal representative shall:

(1) Execute an agreement, in a form approved by the City Attorney, agreeing to indemnify, defend (at applicant's sole cost and expense), and hold the City, its officers, elected and appointed officials, employees, representatives, and agents, harmless and defend from any and all claims, losses, damages, injuries, or liabilities of any kind arising out of, or are in any way related to, the City's issuance or denial of a cannabis use permit, the registration or operation of a cannabis facility,

the process used by the City in making any decision, the alleged violation of any federal, state, or local laws by the applicant, or the prosecution of the applicant or permittee or its owners or managers for violation of Federal or State laws;

- (2) Maintain insurance at the coverage limits and of the types required by the City's risk manager in compliance with State law;
- (3) Name the City as an additional insured on all liability policies;
- (4) Agree to reimburse the City for all costs and expenses, including any court costs and attorney fees that the City may be required to pay as a result of any legal challenge related to the City's approval of a cannabis use permit. The City may, at its sole discretion, participate at its own expense in the defense of any such action, but such participation shall not relieve the permittee of its obligation hereunder.

Article 2. Findings

Sec. 14-53.201 Findings for Approval.

When considering applications for a cannabis use permit, the Zoning Administrator or Planning Commission shall evaluate the impact of the proposed use on and its compatibility with surrounding properties and neighborhoods to ensure the appropriateness of the use at a particular location to determine whether it can make all required findings of Section 14-12.513 of this Code.

Article 3. Operating Conditions.

Sec. 14-53.301 Uniform Use Permit Conditions for all Cannabis Facilities.

All cannabis use permits shall be subject to all general conditions of this section and all specific conditions for the cannabis use permit class.

(a) Parking area lighting and exterior lighting mounted on the facility shall be balanced and shall not result in glare on adjoining properties, shall complement the security systems required in this chapter to ensure that all areas of the location are visible, and shall provide increased lighting at all entrances to the facility. The lighting required in this subsection shall be on from dusk to dawn.

(b) No person, other than a licensed security guard, shall be in possession of any firearm while on the premises without having first obtaining a license from the State and City authorizing the person to be in possession of such firearm.

(c) Each applicant or permittee shall notify the City immediately after discovering any of the following: diversion, theft, loss, or any criminal activity involving the cannabis activity or operation of the facility; significant discrepancies identified during inventory; or any breach of security.

(d) No permittee shall be delinquent in the payment of any State and City taxes and fees.

(e) The permittee shall hold all required State licenses under the Cannabis Regulations and Safety Act (Business and Professions Code Section 19300, et seq.), as it may be amended, and under all other applicable State laws.

(f) At any time between 8:00 a.m. and 10:00 p.m. and without notice, City may enter the facility to observe compliance of the facility operation, and may inspect facility records, books, accounts, financial data, and all data and records relevant to its cannabis use permit for the purposes of conducting an audit or compliance review.

(g) It is unlawful for any person to refuse to allow, impede, obstruct, or interfere with an inspection, or the review of the copying of records and monitoring (including recordings) including, but not limited to, the concealment, destruction, and

falsification of any paper, electronic or other records deemed necessary and reasonable to administer the requirements of this chapter.

(h) It shall be unlawful and a violation of this chapter for any person to employ any other person at a facility who is not at least eighteen (18) years of age.

(i) Odor control devices and techniques shall be incorporated in all facilities to ensure that odors from cannabis are not detectable off-site. Facilities shall provide a sufficient odor absorbing ventilation and air filtration system so that odor generated inside the facility that is distinctive to its operation is not detected outside of the facility, anywhere on adjacent property or public rights-of-way, on or about the exterior or interior common area walkways, hallways, breezeways, foyers, lobby areas, or any other areas available for use by common tenants or the visiting public, or within any other unit located inside the same building as the facility. Facilities shall install and maintain the following equipment or any other equipment which the Chief of Police determines has the same or better effectiveness:

(1) A ventilation and air filtration system with odor control that prevents internal odors from being emitted externally;

(2) An air filtration system that creates negative air pressure between the facility's interior and exterior so that the odors generated inside the facility are not detectable on the outside of the facility.

(j) All weighing devices must be maintained in compliance with local, County, State, or Federal law and comply with applicable regulations regarding device registration with the Santa Cruz County Agricultural Commissioner.

(k) All facilities shall follow all local, County, State, and Federal requirements for solid waste and hazardous waste disposal. The County of Santa Cruz Environmental

Health Division may inspect the facility at any time during business hours to ensure compliance with this section.

- (I) Facilities shall employ security personnel as follows:
 - (1) All security personnel shall register and maintain valid registration status with the State of California's Department of Consumer Affairs. At no time shall any security personnel register with the State at any level that is less than that of a State-licensed private security officer. Proof of application and registration for all security personnel shall be maintained by the applicant or permittee and shall consist of copies of all relevant documentation including: application forms, receipts for application fees and live scan fees, and actual proof of registration.
 - (2) While on duty, all security personnel shall have a nameplate containing the security personnel's full name and the word "SECURITY" printed in bold, capital letters. The nameplate shall be exhibited prominently on the clothing, at chest level, and shall be visible and easily read at all times. The nameplate shall be a minimum of two (2") inches high and four (4") inches wide, with the required information printed in capital letters, at least three-fourths (3/4") inches high and in a contrasting color. As an alternative to a nameplate, the security personnel's name and the word "SECURITY" may be embroidered on the security personnel's outermost garment with the required information meeting the above specifications and located at chest level.
- (m) Each permittee shall conspicuously display its cannabis use permit and State license within the facility. Each facility that engages in delivery or transportation

services shall carry a copy of the facility cannabis use permit in all vehicles that deliver or transport cannabis.

(n) No applicant or permittee may hold a license from the State Department of Alcoholic Beverage Control to sell alcohol beverages, nor may the facility include a business that sells alcohol beverages. No alcohol may be stored, sold, dispensed or used on the facility.

(o) Consistent with the "Memorandum for all United States Attorneys," issued on or about August 29, 2013, by the U. S. Department of Justice, from James M. Cole, Deputy Attorney General (known as the "Cole Memo"), the facility shall take all necessary and reasonable steps, including the refusal of service to any patient of the applicant or permittee, to prevent:

- (1) The distribution of cannabis to minors;
- (2) Revenue from the sale or distribution of cannabis from going to criminal enterprises, gangs and cartels;
- (3) The diversion of cannabis from California to any other state;
- (4) State-authorized cannabis activity from being used as a cover or pretext for the trafficking of other illegal drugs or other illegal activity;
- (5) Violence and the use of firearms in the cultivation and distribution of cannabis;
- (6) Drugged driving or the exacerbation of other adverse public health consequences associated with cannabis use;

- (7) Growing of cannabis on public lands and the attendant public safety and environmental dangers posed by cannabis production on public lands; and
- (8) Cannabis possession or use on Federal property.

(p) All cannabis facilities shall include the following language on all job postings as well as all applications for employment in both English and Spanish in minimum 12-point font all caps:

THE CANNABIS INDUSTRY IS NOT A FEDERALLY
RECOGNIZED BUSINESS, THEREFORE THERE MAY BE RISKS TO
INDIVIDUALS WORKING IN THIS INDUSTRY, WHO MAY NEED TO
DISCLOSE WORK INFORMATION ON FEDERAL APPLICATIONS.

(q) The manufacture and sale of flavored combustible products (intended for inhalation or vaporization) is prohibited.

Sec. 14-53.302 Type 1A, 2A or 3A Conditions (Cultivation).

All cannabis use permit for Type 1A, 2A or cultivation facilities shall be approved only if subject to all of the conditions of this section.

- (a) Outdoor commercial Cultivation is prohibited. All cultivation of cannabis must occur within a permanent, permitted structure.
- (b) In no case, shall cannabis plants be visible from a public or private road, sidewalk, park or any common public viewing area.
- (c) Commercial cannabis cultivation which is permitted in the City of Watsonville shall not exceed 22,000 square feet of canopy space permitted by state law with a valid cannabis use permit.

(d) A permittee may cultivate cannabis at more than one location if each location is separately permitted and the total square footage of cannabis cultivated does not exceed the total allowed under the license type (5,000 sf or 10,000 sf maximum)

(e) Cannabis cultivation shall be conducted in accordance with state and local laws related to land conversion, grading, electricity, water usage, water quality, woodland and riparian habitat protection, agricultural discharges, and similar matters.

(f) Pesticides and fertilizers shall be properly labeled and stored to avoid contamination through erosion, leakage or inadvertent damage from pests, rodents or other wildlife.

(g) Cultivation shall at all times occur in such a way as to ensure the health, safety, and welfare of the public, the employees working at the facility, visitors to the area, neighboring properties, and the end users of the cannabis being cultivated, to protect the environment from harm to streams, fish, and wildlife; to ensure the security of the cannabis being cultivated; and to safeguard against the diversion of cannabis.

(h) The applicant or permittee shall prohibit loitering by persons outside the facility, either on the premises or within one hundred (100') feet of the premises.

(i) The cultivation of cannabis shall not create hazards due to the use or storage of materials, processes, products, chemicals, fertilizers, or wastes.

(j) The interior and exterior of the facility, including driveways, sidewalks, parking strips, fire access roads and streets on or adjacent to the premises, shall be kept in a clean and safe condition.

(k) Exterior lighting on the premises and location shall ensure the safety of the public and the members and employees of the applicant or permittee while not disturbing surrounding residential or commercial areas.

(l) Each permittee shall operate in a manner such that the cultivation of cannabis does not adversely affect the health or safety of nearby properties through the creation of mold, mildew, dust, glare, heat, noise, noxious gases, odor, smoke, traffic, vibration, or other impacts.

(m) The facility shall follow all pesticide use requirements of local, State, and Federal law. City staff may inspect the facility at any time during business hours to ensure compliance with this section.

Sec. 14-53.303 Type 6 and 7 Conditions (Manufacturing).

All cannabis use permits for Type 6 or 7 Manufacturing facilities shall be approved only if subject to all conditions of this section. All cannabis use permits shall be subject to all of the general conditions of this section and the specific conditions of this Article for the specific permit type.

(a) Cannabis manufacturing shall only be permitted pursuant to Section 14-53.101 of this code or any subsequent created manufacturing state license as defined in MAUCRSA, and may be permitted to operate only within those zone districts as defined in Section 14-53.106 of this Code.

(b) No compressed gases used in the manufacturing may be stored in containers that exceed the amount approved by the Watsonville Fire Department and authorized by this cannabis use permit. Each facility shall be limited to a total number of tanks authorized by the Watsonville Fire Department.

(c) Cannabis manufacturing facilities may use heat, screens, presses, steam distillation, ice water, ethanol and other methods without employing solvents or gases to create kief, hashish, bubble hash, or infused dairy butter, or oils or fats derived from natural sources, and other extracts.

(d) If an extraction process uses a professional grade closed loop CO₂ gas extraction system every vessel must be certified by the manufacturer for its safe use. The CO₂ must be of at least ninety-nine percent purity.

(e) Closed loop systems for compressed gas extraction systems must be commercially manufactured and bear a permanently affixed and visible serial number.

(f) Certification from an engineer licensed by the State of California, or by a certified industrial hygienist, must be provided to the Community Development Department for a professional grade closed loop system to certify that the system was commercially manufactured, is safe for its intended use, and was built to codes of recognized and generally accepted good engineering practices, including but not limited to:

- (1) The American Society of Mechanical Engineers (ASME);
- (2) American National Standards Institute (ANSI);
- (3) Underwriters Laboratories (UL); or
- (4) The American Society for Testing and Materials (ASTM)
- (5) The certification must contain the signature and stamp of the professional engineer or industrial hygienist and serial number of the extraction unit being certified.

(g) Professional closed loop systems and other equipment used for extraction must be approved for use by the Watsonville Fire Department and meet all fire, safety, and building code requirements specified in the California Building Reference Codes.

(h) Facilities may use food grade glycerin, ethanol, and propylene glycol solvents to create or refine extracts. Ethanol should be removed from the extract in a manner to recapture the solvent and ensure that it is not vented into the atmosphere.

(i) Facilities creating cannabis extracts must develop standard operating procedures, good manufacturing practices, and a training plan prior to producing extracts for the marketplace.

(j) Any person using solvents or gases in a closed looped system to create cannabis extracts must be fully trained on how to use the system, have direct access to applicable material safety data sheets and handle and store the solvents and gases safely.

(k) Parts per million for one gram of finished extract cannot exceed state standards for any residual solvent or gas when quality assurance tested.

(l) Preparation of edible cannabis products.

1. All food products, food storage facilities, food-related utensils, equipment and materials shall be approved, used, managed and handled in accordance with the California Retail Food Code [§§ 113700 et seq of the California Health and Safety Code]. All food products shall be protected from contamination at all times, and

2. All food handlers shall be clean, in good health and free from communicable diseases.

Baked products (e.g., brownies, bars, cookies, cakes), tinctures, and other non-refrigerated type items may be sold or distributed at a cannabis retailer. The County of Santa Cruz Environmental Health Department may inspect the facility at any time during business hours to ensure compliance with this section.

3. Products with specific youth appeal and adverse health impacts, such as products that mix other addictive and psychoactive

substances with cannabis (e.g., nicotine, alcohol, or added caffeine), artificial flavors or additives that increase underage appeal, cannabis “candies” produced in character shapes (gummy bears, Swedish Fish, animal-shaped chocolates) that would have higher appeal to youth, shall be awarded fewer points in the application process.

4. Cannabis products shall not be created in the shape of a human, animal, fruit, or any youth friendly depiction.

(n) Packaging of cannabis.

(1) Before sale or delivery of any edible cannabis or edible cannabis product the same shall be labeled and in tamper-evident packaging which at least meets the requirements of California Business and Professions Code § 19347, as the same may be amended from time to time or superseded or replaced by subsequent State legislation or by any department or division of the State of California. The City Council may impose additional packaging and labeling requirements on cannabis or cannabis products.

(2) Cannabis or cannabis products shall be packaged in re-sealable, tamper-evident, child-proof, opaque packaging with text and adult-intended design. Packaging that has special appeal to youth, such as cartoons, recreational images (sports, musicians, etc.), names referencing pop culture figures, or bright, eye-catching colors, is prohibited.

Sec. 14-53.304 Type 8 Conditions (Testing).

All cannabis use permit for Type 8 Testing facilities shall be approved only if subject to all of the conditions of this section.

(a) Testing Labs shall be required to conduct all testing in a manner pursuant to Business and Professions Code Section 26100 and shall be subject to state and local law. Each Testing Lab shall be subject to additional regulations as determined from time to time as more regulations are developed under this Chapter and any subsequent State of California legislation regarding the same.

(b) Testing Labs shall conduct all testing in a manner consistent with general requirements for the competence of testing and calibrations activities, including sampling using verified methods.

(c) All cannabis testing laboratories performing testing shall obtain and maintain ISO/IEC 17025 accreditation as required by the Bureau.

(d) Testing labs shall destroy any harvest batch whose testing sample indicates noncompliance with health and safety standards required by the bureau unless remedial measures can bring the cannabis or cannabis products into compliance with quality standards as specified by law and implemented by the bureau.

(e) Each operator shall ensure that a testing laboratory employee takes the sample of cannabis or cannabis products from the distributor's premises for testing required by state law and that the testing laboratory employee transports the sample to the testing laboratory.

(f) Except as provided by state law, a testing laboratory shall not acquire or receive cannabis or cannabis products except from a permittee in accordance with state law, and shall not distribute, sell, or dispense cannabis, or cannabis products, from the licensed premises from which the cannabis or cannabis products were acquired or received. All transfer or transportation shall be performed pursuant to a specified chain of custody protocol.

(g) A testing laboratory may receive and test samples of cannabis or cannabis products from a qualified patient or primary caregiver only if the qualified patient or primary caregiver presents the qualified patient's valid physician's recommendation for cannabis for medicinal purpose. A testing lab shall not certify samples from a qualified patient or primary caregiver for resale or transfer to another party or permittee. All tests performed by a testing laboratory for a qualified patient or primary caregiver shall be recorded with the name of the qualified patient or primary caregiver and the amount of the cannabis or cannabis products received.

Sec. 14-53.305 Storefront and Non-storefront Delivery Conditions.

All cannabis use permits for Non-storefront and Storefront delivery facilities shall be approved only if subject to all of the conditions of this section.

(a) The business operating the delivery service shall provide the Chief of Police with evidence of a valid state license for a facility on whose authorization the delivery service is performing the delivery function.

(b) A cannabis business may receive orders for cannabis deliveries through any technology platform owned and controlled by the business, or independently approved by the Chief of Police, or his or her designee, that enables customers to arrange for or facilitate the transfer of cannabis and/or cannabis products by the cannabis business to registered customers.

(c) The business operating the delivery service shall furnish to the Chief of Police the year, make, model, color, license plate number, and numerical Vehicle Identification Number (VIN) for any and all vehicles that will be used to deliver cannabis goods.

(d) Non-storefront delivery by those cannabis cultivation and manufacturing facilities with valid local Use Permits shall be limited to only those products cultivated and/or manufactured by the licensed facility.

(e) Age Verification using an ID scanner at point of delivery that matches required state approved identification. This identification must match information and address on file as part of purchase.

(f) Delivery shall only to the person named as the customer ordering. A signature shall be required upon transfer to be verified at delivery to match with all electronically or physically stored identification and signatures.

(g) Delivery hours are limited to 9am to 9pm with no new orders initiated after 8:30 pm for same day delivery.

(h) All cannabis products shall remain locked in vehicle.

(i) Detailed education about cannabis products (including concentration, dosage, titration and proper use warnings) shall be listed on the ordering platform and with product dissemination.

(j) Utilize GPS surveillance mapping to track delivery provider location.

(k) Delivery vehicles shall be equipped with a camera to enhance safety while conducting all deliveries.

(l) A cannabis delivery business shall not deliver cannabis or cannabis product to an individual if there is reason to believe that cannabis or cannabis product will be diverted to a person under twenty-one (21) years of age unless that person is a qualified patient or a person with an identification card, as those terms are defined in Health and Safety Code Section 11362.7.

(m) A cannabis business shall not deliver cannabis or cannabis product to any jurisdiction that prohibits deliveries.

(n) Incident Reporting Requirements

(1) Any vehicle accident resulting in injury to any person shall be reported to the local police department where the incident occurred, a manager of the retailer immediately, and to the Chief of Police, or his or her designee, within twenty-four (24) hours. The report shall include the date, time, location, involved vehicle and driver, circumstances and local police department case number.

(2) For any vehicle accident resulting in property damage only, the delivery driver shall exchange driver, vehicle, and insurance information with all involved parties, and the accident may be reported to the local police department where the incident occurred, a manager of the retailer immediately, and the Chief of Police, or his or her designee, within 24 hours. The report shall include the date, time, location, involved vehicle and driver, circumstances, and local police department case number, as applicable.

(3) Any loss of cannabis, cannabis product, or money shall be reported to the local police department where the incident occurred and a manager of the retailer immediately, and to the Chief of Police, or his or her designee, within twenty-four (24) hours. The report shall include the date, time, location, involved vehicle and driver, circumstances and local police department case number. Any theft of cannabis, cannabis product, or money during the delivery process shall be immediately reported to the local police department where the incident occurred and a cannabis manager immediately, and, if the incident did not occur

within the investigative jurisdiction of the City of Watsonville Police Department, a duplicate City of Watsonville Police Department notification will be made by calling the non-emergency citizen contact dispatch center number.

Sec. 14-53.306 Type 10 Conditions (Store Front Retail).

All cannabis use permits for Type 10 Store front retail facilities shall be approved only if subject to all of the conditions of this section.

(a) No more than the number of cannabis retailers adopted by resolution may operate within the City of Watsonville at any one time and shall be issued a permit by the City of Watsonville.

(b) Parking for retail cannabis facilities shall be a minimum of 1 parking space per 150 square feet of floor area dedicated to the business.

(c) Retailers shall verify the age and all necessary documentation of each individual to ensure the customer is not under the age of eighteen (18) years. If the potential customer is 18 to 20 years old, retailer shall confirm the customer's possession of a valid doctor's recommendation and/or H&S 11362.71 identification card (Medical Marijuana Card). For adult-use purchases, retailers shall verify that all customers are 21 years of age or older for the purchase of cannabis or cannabis products.

(d) Entrances into the retailer shall be locked at all times with entry strictly controlled. A "buzz-in" electronic/mechanical entry system shall be utilized to limit access to and entry to the retailer to separate it from the reception/lobby area. Individuals must show their government-issued identification, and, in the case of medical cannabis facilities, their physician's recommendation, or a cannabis card issued pursuant to Health and Safety Code Section 11362.71 in order to gain access into the retailer. The government-issued identification and, if applicable, doctor's

recommendation or cannabis card must also be shown at the point of sale station at the time of purchase. Doctor recommendations are not to be obtained or provided at the retail location.

(e) Uniformed licensed security personnel shall be employed to monitor site activity, control loitering and site access, and to serve as a visual deterrent to unlawful activities. Security personnel may be allowed to carry firearms if authorized by the Chief of Police.

(f) Retailers may have only that quantity of cannabis and cannabis products to meet the daily demand readily available for sale on-site in the retail sales area of the retailer. Additional product may be stored in a secured, locked area to which customers, vendors, and visitors shall not have access.

(g) All restroom facilities shall remain locked and under the control of management.

(h) Retailers and microbusinesses authorized to conduct retail activities shall only serve customers who are within the licensed premises.

(1) The sale of cannabis goods shall not occur through a pass-through window or a slide-out tray to the exterior of the premises.

(i) Retailers or microbusinesses shall not operate as or with a drive-in or drive-through at which cannabis goods are sold to persons within or about a motor vehicle.

(j) No cannabis goods shall be sold and/or delivered by any means or method to any person within a motor vehicle.

(k) All cannabis goods sold by a retail business shall be contained in child-resistant packaging.

(l) Retailers shall record point-of-sale areas and areas where cannabis goods are displayed for sale on the video surveillance system. At each point-of-sale location, camera placement must allow for the recording of the facial features of any person purchasing or selling cannabis goods, or any person in the retail area, with enough clarity to determine identity.

(m) A retail permittee or microbusiness permittee who is engaged in retail sale shall hire or contract for security personnel who are at least 21 years of age to provide security services for the licensed retail premises. All security personnel hired or contracted for by the permittee shall be licensed by the Bureau of Security and Investigative Services and shall comply with Chapters 11.4 and 11.5 of Division 3 of the Business and Professions Code.

(n) Access to Retailer Premises.

(1) Access to the premises of a retail permittee/permittee shall be limited to individuals who are at least 21 years of age.

(2) Notwithstanding Section 14-53.204 (i) (1), individuals who are at least 18 years of age and in possession of a valid physician's recommendation shall be granted access to the premises of a retail permittee/permittee for the sole purpose of purchasing medicinal cannabis consistent with the physician's recommendation.

(o) Authorized Sales. A retailer shall only sell adult-use cannabis and adult-use cannabis products to individuals who are at least 21 years of age. A retailer shall only sell medicinal cannabis or medicinal cannabis products to individuals who are at least 18 years of age, but not yet 21, if those individuals are in possession of a valid

physician's recommendation. Medicinal cannabis sales to individuals 21 years of age and older are unrestricted.

(p) Limited Access Areas. A retailer shall establish limited-access areas and permit only authorized individuals to enter the limited-access areas. Authorized individuals include individuals employed by the retailer as well as any outside vendors, contractors, or other individuals conducting business that requires access to the limited access area. All individuals granted access to the limited access area shall be at least 21 years of age, and if not employed by the retailer, shall be escorted at all times by an employee of the permittee/permittee. A retailer shall maintain a log of all individuals who are not employees who are granted access to the limited access area. These logs shall be made available to the Chief of Police or the Development Services Director upon request.

(q) Microbusiness – Commercial Activity. All cultivation, manufacturing, distribution, and retail activities performed by a permittee under a Type 12-Microbusiness permit shall occur on the same licensed premises. Areas of the premises for manufacturing and cultivation shall be separated from the distribution and retail areas by a wall and all doors between the areas shall remain closed when not in use.

(r) Operating hours of the Store Front Retailer License shall be limited to the hours of 9:00 a.m. through 9:00 p.m., seven days a week.

(s) Store Front/Retail Security Requirements. All provisions incorporated within Section 7-12.28 of this Chapter (Security Measures), are directly applicable to and binding on all facilities, including all Store Front/Retail businesses.

(t) "No smoking" signs shall be placed near the entrance and exit of the business.

(u) The retail cannabis premise shall have an independent exterior entrance that is not shared with any other business or residence.

(v) No self-service display is allowed, including vending machines.

Sec. 14-53.307 Type 11 Conditions (Distribution).

All cannabis use permits for Type 11 Distribution facilities shall be approved only if subject to all conditions of this section.

(a) A distributor shall not store non-cannabis goods or non-cannabis accessories that are to be sold to another party on any licensed premises. Additionally, a distributor shall not distribute non-cannabis goods or non-cannabis accessories at a licensed premise. For the purposes of this section, non-cannabis goods are any goods that do not meet the definition of cannabis goods as defined in Section 5000(c) of the California Code of Regulations.

(b) After taking physical possession of a cannabis goods batch, the distributor shall contact a testing laboratory and arrange for a laboratory employee to come to the distributor's licensed premises to select a representative sample for laboratory testing.

(c) A distributor shall ensure that all cannabis goods batches are stored separately and distinctly from other cannabis goods batches on the distributor's premises.

(d) The distributor shall ensure that the batch size from which the sample is taken meets the requirements of state law, specifically the testing provisions within the California Code of Regulations.

(e) A distributor or an employee of the distributor shall be physically present to observe the laboratory employee obtain the sample of cannabis goods for testing and shall ensure that the increments are taken from throughout the batch. The sampling shall be video-recorded, and the recording kept available to state and local authorities for a minimum of 180 days, pursuant to Section 5305 of the California Code of Regulations.

(f) A distributor shall not transport cannabis or cannabis products to a licensed retail facility until and unless it has verified that the cannabis or cannabis products have been tested and certified by a testing lab as being in compliance with state health and safety requirements pursuant to Sections 5705, 5710 and 5714 of the California Code of Regulations.

(g) Each facility that engages in distribution services shall carry a copy of the use permit in all vehicles that distribute cannabis.

(h) The distributor shall be in compliance with State and local cannabis regulations at all times, including California Business and Professions Code Division 10 (Cannabis), as may be amended.

Article 4. Operating Standards.

Sec. 14-53.401 Signs.

Notwithstanding other sections of this Code, exterior signage for the facility shall be limited to one (1) exterior building sign per business location in compliance with the following standards:

- (a) Signs may include only the name of the business and one green cross
- (b) Sign area may not exceed twenty (20) square feet, or one square foot per linear frontage of the facility main building, whichever is less.

- (c) Signs may not have any reference, through symbols or language, to cannabis, with the exception of one green cross.
- (d) Signs shall not be directly illuminated except during operating hours.
- (e) Signs shall also comply and be approved pursuant to Chapter 8-6 of this Code.
- (f) A facility shall not print, publish, advertise, or disseminate in any way or by any means, other than a dedicated business Internet website accessible only through an age gate portal.
- (g) A facility may provide an entry in the telephone directory with the name, location, and phone number of the facility. Such directory entry may identify the business as a “cannabis facility.” The telephone directory shall not include: pricing of products, details regarding specific cannabis products, or cannabis photography or graphics related to the cannabis plant or cannabis products.
- (h) Banners, sandwich boards, flags, billboards, placards, and persons waving signs are prohibited.

Sec. 14-53.402 Permissible Delivery Locations and Customers.

Cannabis delivery businesses permitted to engage in delivery of cannabis and cannabis products inside the City of Watsonville are subject to the following requirements:

- (a) A licensed facility shall not deliver cannabis goods to an address located on publicly owned land or any address on land or in a building leased by a public agency.
- (b) A licensed facility shall comply with all requirements of state and local law pertaining to the cannabis permit and all subsequent policies, procedures and

regulations which may be amended by the Community Development Department from time to in order to enforce this Chapter.

Sec. 14-53.403 Recordkeeping.

(a) Each facility shall maintain an inventory control and reporting system to track and report on all aspects of the facility including, but not limited to, such matters as cannabis tracking, inventory data, and gross sales (by weight and sale) and shall ensure that such information is compatible with the City's recordkeeping systems and complies with State law. The system must have the capability to produce historical transactional data for review by the City of Watsonville. All information provided to the City pursuant to this subsection shall be confidential and shall not be disclosed, except as otherwise may be required under the law. Such system must be authorized by the City Manager or their designee.

(b) Each applicant or permittee shall maintain at the premises all records and documents required by this chapter and all the information and records listed below:

(1) The name, address, and telephone number(s) of the owner, landlord and/or lessee of the location;

(2) The name, address, and telephone number of each patient and primary caregiver, along with a copy of the written documentation provided by each qualified patient designating his or her primary caregiver;

(3) The name, business address, and telephone number of each attending physician who provided a physician's recommendation for any patient of the applicant or permittee;

(4) The records of all qualified patients with a valid identification card and primary caregivers with a valid identification card may be maintained by the applicant or permittee using only the identification card number issued by the State pursuant to California Health and Safety Code Section 11362.7 et seq., in lieu of the information required by this section;

(5) Complete and up-to-date records regarding the amount of cannabis cultivated, produced, harvested, stored, or packaged at its cultivation site;

(6) Complete and up-to-date manifest records regarding cannabis transfers from the applicant or permittee's cultivation site to dispensing location(s), including the date and time of the transfer; the name and address of the cultivation facility and the name and address of the supplier if different from the cultivation facility; the amount, form, type, batch and lot number of cannabis transferred; the time of departure from the cultivation facility; the time of arrival at the dispensing location; the names of the employees distributing the product; and the name of the employee who received the product at the dispensing location;

(7) Complete and up-to-date records documenting each transfer of cannabis from the applicant or permittee's dispensing location to patients including the amount provided, the form or product category in which the cannabis was provided, the date and time provided, the name of the employee making the transfer, and the amount of monetary or other transaction;

(8) All receipts of the applicant or permittee, including but not limited to all contributions and all expenditures incurred by the applicant or permittee for the cultivation and dispensing of cannabis;

(9) Records demonstrating compliance with State and Federal rules and regulations regarding reporting and taxation of income received; and

(c) All cannabis facilities shall perform an inventory on the first business day of each month and shall record the total quantity of each form of cannabis on the premises.

(d) All records required by this section shall be maintained by the applicant or permittee for a period of seven years and shall be made available by the applicant or permittee to the Zoning Administrator and any City official charged with enforcing the provisions of this Code upon request.

Sec. 14-53.404 Security.

A permitted facility shall implement enough security measures to deter and prevent the unauthorized entrance into areas containing cannabis or cannabis products, and to deter and prevent the theft of cannabis or cannabis products at the facility. Except as may otherwise be determined by the City Manager or his/her designee(s), these security measures shall include, but shall not be limited to, all of the following:

- (1) Alarm system (perimeter, fire, and panic buttons).
- (2) Remote monitoring of alarm systems by licensed security professionals.
- (3) Perimeter lighting systems (including motion sensors) for after-hours security.

(4) Perimeter security and lighting as approved by the Police Chief and Director of the Community Development Department or his/her designee.

(5) Preventing individuals from remaining on the premises of the facility if they are not engaging in an activity directly related to the permitted operations of the facility.

(6) Establishing limited access areas accessible only to authorized facility personnel.

(7) Except for live growing plants which are being cultivated at a cultivation operation, all cannabis and cannabis products shall be stored in a secured and locked vault or vault equivalent. All safes and vaults shall be compliant with Underwriter Laboratories burglary-resistant and fire-resistant standards. All cannabis and cannabis products, including live plants that are being cultivated, shall be kept in a manner as to prevent diversion, theft, and loss.

(8) Installing 24-hour security surveillance cameras of at least HD-quality to monitor all entrances and exits to and from the premises, all interior spaces within the facility which are open and accessible to the public, all interior spaces where cannabis, cash or currency, is being stored for any period of time on a regular basis and all interior spaces where diversion of cannabis could reasonably occur. All cameras shall record in color. All exterior cameras shall be in weather-proof enclosures, shall be located so as to minimize the possibility of vandalism, and shall have the capability to automatically switch to black and white in low light conditions. The facility shall be responsible for ensuring that the security surveillance camera's footage is remotely accessible by the City

Manager or his/her designee(s), and that it is compatible with the City 's software and hardware. In addition, remote and real-time, live access to the video footage from the cameras shall be provided to the City Manager or his/her designee(s). Video recordings shall be maintained for a minimum of ninety (90) days and shall be made available to the City Manager or his/her designee(s) upon request. Video shall be of sufficient quality for effective prosecution of any crime found to have occurred on the site of the facility and shall be capable of enlargement via projection or other means. Internet Protocol address information shall be provided to the Watsonville Police Department by the facility, to facilitate remote monitoring of security cameras by the Department or its designee.

(9) Sensors shall be installed to detect entry and exit from all secure areas and shall be monitored in real time by a security company licensed by the State of California Bureau of Security and Investigative Services.

(10) Panic buttons shall be installed in all facilities with direct notification to the Watsonville Police Department dispatch and shall be configured to immediately alert dispatch for the Watsonville Police Department.

(11) Having a professionally installed, maintained, and monitored real-time alarm system by a security company licensed by the State of California Department of Consumer Affairs Bureau of Security and Investigative Services.

(12) Any bars installed on the windows or the doors of the facility shall be installed only on the interior of the building.

(13) Security personnel shall be on-site 24 hours a day or alternative security as authorized by the City Manager or his/her designee(s), and must have a verified response security patrol when closed. Security personnel must be

licensed by the State of California Bureau of Security and Investigative Services personnel and shall be subject to the prior review and approval of the City Manager or his/her designee(s), with such approval not to be unreasonably withheld. Firearms may be carried by security personnel while they are on duty if authorized by the Chief of Police.

(14) Each facility shall have the capability to remain secure during a power outage and shall ensure that all access doors are not solely controlled by an electronic access panel to ensure that locks are not released during a power outage.

(15) Entrance areas are to be locked at all times and under the control of a designated responsible party that is either; (a) an employee of the facility; or (b) a licensed security professional.

(16) Each facility shall have an accounting software system in place to provide point of sale data as well as audit trails or both product and cash, where applicable.

(17) Each facility shall demonstrate to the Chief of Police, City Manager or their designees, compliance with the state's track and trace system for cannabis and cannabis products, as soon as it is operational.

(18) Each facility shall have a professionally installed video surveillance system, access control and intrusion alarm systems designed to protect the inventory, facility, and employees. Each business shall have network security protocols that are certified by Underwriters Laboratories.

(19) Exterior vegetation shall be planted, altered and maintained in a fashion that precludes its use as a hiding place for persons on the premises.

(20) Emergency access and emergency evacuation plans that are in compliance with state and local fire safety standards.

(b) Each facility shall identify a designated security representative/liaison to the City of Watsonville, who shall be reasonably available to meet with the City Manager or his/her designee(s) regarding any security related measures or and operational issues. The designated security representative/liaison shall, on behalf of the cannabis facility, annually maintain a copy of the current security plan on the cannabis facility to present to the City Manager or his/her designee upon request that meets the following requirements:

- (1) Confirms that a designated manager will be on duty during business hours and will be responsible for monitoring the behavior of employees.
- (2) Identifies all managers of the cannabis facility and their contact phone numbers.
- (3) Confirms that first aid supplies and operational fire extinguishers are in the service areas and the manager's office.
- (4) Confirms that burglar, fire, and panic alarms are operational and monitored by a licensed security company 24-hours a day, seven days a week, and provides contact information for each licensed security company.
- (5) Identify enough licensed, interior and exterior security personnel who will monitor individuals inside and outside the facility, the parking lot, and any adjacent property under the business' control.

(6) Confirm that the licensed security personnel shall regularly monitor the parking lot and any adjacent property to ensure that these areas are: (i) free of individuals loitering or causing a disturbance; (ii) are cleared of employees and their vehicles one-half hour after closing.

(c) As part of the application and permitting process each facility shall have a storage and transportation plan, which describes in detail the procedures for safely and securely storing and transporting all cannabis, cannabis products, any hazardous materials that may be used by the business, and any currency.

(d) The facility shall cooperate with the City whenever the City Manager or his/her designee(s) makes a request, with or without prior notice, to inspect or audit the effectiveness of any security plan or of any other requirement of this Chapter.

(e) A facility shall notify the City Manager or his/her designee(s) within twenty-four (24) hours after discovering any of the following:

(1) Significant discrepancies identified during inventory. The level of significance shall be determined by the regulations promulgated by the City Manager or his/her designee(s).

(2) Diversion, theft, loss, or any criminal activity involving the facility or any agent or employee of the facility.

(3) The loss or unauthorized alteration of records related to cannabis, customers or employees or agents of the facility.

(4) Any other breach of security.

(f) Compliance with the foregoing requirements shall be verified by the Zoning Administrator before commencing business operations. The Zoning

Administrator may supplement these security requirements once operations begin upon request of the business owner.

Sec. 14-53.405 Video Surveillance.

(a) Minimum Requirements. The following video surveillance requirements shall apply to all facilities:

- (1) Prior to exercising the privileges of a facility, an applicant must install a fully operational video surveillance and security camera recording system. The recording system must record in digital format and meet the requirements of this chapter.
- (2) All video surveillance records and recordings must be stored in a secure area that is only accessible to an applicant or permittee's management staff.
- (3) Video surveillance records and recordings must be made available upon request to the Division, the relevant local licensing authority, or any other State or local law enforcement agency for a purpose authorized by the Municipal Code or for any other State or local law enforcement purpose.
- (4) Video surveillance records and recordings of point-of-sale areas shall be held in confidence by all employees and representatives of the Division, except that the Division may provide such records and recordings to the relevant local licensing authority, or any other State or local law enforcement agency for a purpose authorized by the Municipal Code or for any other State or local law enforcement purpose.

(b) Video Surveillance Equipment.

(1) Video surveillance equipment shall, at a minimum, consist of digital or network video recorders, cameras capable of meeting the recording requirements described in this rule, video monitors, digital archiving devices, and a color printer capable of delivering still photos.

(2) All video surveillance systems must be equipped with a failure notification system that provides prompt notification to the applicant or permittee of any prolonged surveillance interruption and/or the complete failure of the surveillance system.

(3) Permittees are responsible for ensuring that all surveillance equipment is properly functioning and maintained so that the playback quality is suitable for viewing and the surveillance equipment is capturing the identity of all individuals and activities in the monitored areas.

(4) All video surveillance equipment shall have sufficient battery backup to support a minimum of four (4) hours of recording in the event of a power outage.

(c) Placement of Cameras and Required Camera Coverage.

(1) Camera coverage is required for all limited access areas, point-of-sale areas, security rooms, all points of ingress and egress to limited access areas, all areas where cannabis or cannabis-infused product is displayed for sale, and all points of ingress/egress to the exterior of the licensed premises.

(2) Camera placement shall be capable of identifying activity occurring within twenty (20') feet of all points of ingress and egress and shall allow for the clear and certain identification of any individual and activities on the licensed premises.

(3) At each point-of-sale location, camera coverage must enable recording of the patients, caregiver or customer(s) and employee(s) facial features with sufficient clarity to determine identity.

(4) All entrances and exits to the facility shall be recorded from both indoor and outdoor vantage points.

(5) The system shall be capable of recording all predetermined surveillance areas in any lighting conditions. If the licensed premises has a cannabis cultivation area, a rotating schedule of lighted conditions and zero-illumination can occur as long as ingress and egress points to flowering areas remain constantly illuminated for recording purposes.

(6) Areas where cannabis is grown, tested, cured, manufactured, or stored shall have camera placement in the room facing the primary entry door at a height which will provide a clear unobstructed view of activity without sight blockage from lighting hoods, fixtures, or other equipment.

(7) Cameras shall also be placed at each location where the following activities occur:

(i) Weighing, packaging, transport, preparation, or tagging of cannabis or cannabis products.

(ii) Storage and counting of cash.

(8) At least one (1) camera must be dedicated to record the access points to the secured surveillance recording area.

(d) Location and Maintenance of Surveillance Equipment.

(1) The surveillance room or surveillance area shall be a limited access area.

(2) Surveillance recording equipment must be housed in a designated, locked and secured room or other enclosure with access limited to authorized employees, agents of the City, County and State for a purpose authorized by this Code or for any other State or local law enforcement purpose, and service personnel or contractors.

(3) Permittees must keep a current list of all authorized employees and service personnel who have access to the surveillance system and/or room on the licensed premises. Permittees must keep a surveillance equipment maintenance activity log on the licensed premises to record all service activity including the identity of the individual(s) performing the service, the service date and time and the reason for service to the surveillance system.

(4) Off-site monitoring and video recording storage of the licensed premises by the permittee or an independent third party is authorized as long as standards exercised at the remote location meet or exceed all standards for on-site monitoring.

(5) Each cannabis licensed premises located in a common or shared building must have a separate surveillance room/area that is dedicated to that specific licensed premises. Commonly owned facilities located in the same local jurisdiction may have one (1) central surveillance room located at one (1) of the commonly owned licensed premises which simultaneously serves all of the commonly owned facilities. The facility that does not house the central surveillance room is required to have a review station, printer, and map of camera placement on the premises. All minimum requirements for equipment and security standards as set forth in this section apply to the review station.

(e) Video Recording and Retention Requirements.

(1) All camera views of all limited access areas must be continuously recorded twenty-four (24) hours a day. The use of motion detection is authorized when a permittee can demonstrate that monitored activities are adequately recorded.

(2) All surveillance recordings must be kept for a minimum of forty (40) days and be in a format that can be easily accessed for viewing. Video recordings must be archived in a format that ensures authentication of the recording as legitimately captured video and guarantees that no alteration of the recorded image has taken place.

(3) The permittee's surveillance system or equipment must have the capabilities to produce a color still photograph from any camera image, live or recorded, of the licensed premises.

(4) The date and time must be embedded on all surveillance recordings without significantly obscuring the picture. The date and time must be synchronized with any point-of-sale system.

(5) Time is to be measured in accordance with the official United States time established by the National Institute of Standards and Technology and the U.S. Naval Observatory in Pacific time.

Sec. 14-53.406 Identification Badge Display Requirements.

(a) Each owner, manager and employee engaged in the cultivation, processing, manufacturing, delivery or dispensing of cannabis shall, at all times while engaged in the duties of his or her position for the collective, wear in plain sight, on his or her person and at chest level, a valid identification badge, issued by the Chief of

Police, and containing such information, including a suitable photograph, as the Chief of Police may require.

- (b) No owner, manager or employee engaged in the cultivation, processing, manufacturing, delivery or dispensing of cannabis shall engage in any activities with which he or she is registered, without first obtaining a valid identification badge.
- (c) Identification badges shall expire one (1) year after issuance.
- (d) Application for renewed identification badges shall be filed with the Chief of Police no later than thirty (30) days prior to the expiration of the current identification badge.
- (e) Identification badges are the property of the City and shall be immediately collected by the facility and provided to the Chief of Police within twenty-four (24) hours of their expiration, or within twenty-four (24) hours of the termination of the employee's relationship with the owner, manager or individual member participating in the cultivation, processing, manufacturing, delivering or dispensing of cannabis. The applicant or permittee shall report any stolen or lost badges to the Chief of Police within forty-eight (48) hours of such loss or theft.

Sec. 14-53.407 Additional Terms and Conditions.

Based on the information set forth in the application, the Zoning Administrator or Planning Commission may impose reasonable terms and conditions on the proposed operations of the facility in addition to those specified in this chapter.

Article 5. Enforcement.

Sec. 14-53.501 Compliance.

(a) All cannabis facilities shall pay any applicable sales, use, business or other tax, and all license, registration, or other fees pursuant to Federal, State, County, and local law, or any other regulatory agencies as applicable.

(b) All cannabis facilities and their related permittees or cooperatives shall fully comply with all the provisions of the Compassionate Use Act of 1996, the Medical Cannabis Program Act, the 2008 Attorney General Guidelines, MAUCRSA, any subsequently enacted State law or regulatory, licensing, or certification requirement, all applicable provisions of this Code, and any specific, additional operating procedures and measures as may be imposed as conditions of approval of the regulatory permit.

(c) Nothing in this chapter shall be construed as authorizing any actions which violate State or local law regarding the cultivation, transportation, manufacture, provision, sale, transfer, or disposition of cannabis.

Sec. 14-53.502 Inspections.

(a) The Zoning Administrator shall have the right to enter all cannabis facilities from time to time unannounced during the facility's hours of operation for the purpose of making reasonable inspections to observe and enforce compliance with this chapter, to inspect and copy records required to be maintained under this chapter, or to inspect and view recordings made by security cameras, all without requirement for a search warrant, subpoena, or court order.

(b) Nothing in this chapter requires the disclosure of any patient's private medical record.

(c) The Zoning Administrator may summarily suspend or revoke a cannabis regulatory permit, or disqualify an applicant from the registration process, or elect not to renew a regulatory permit if any of the following, singularly or in combination, occur:

- (1) The Zoning Administrator determines that the facility has failed to comply with any requirement of this chapter or any condition of approval or a circumstance or situation has been created that would have permitted the Zoning Administrator to deny the regulatory permit pursuant to Section 14-53.202;
- (2) The permittee or facility has conducted itself or is being conducted in a manner that creates or results in a public nuisance;
- (3) Ownership is changed without the new owners securing a regulatory permit;
- (4) The applicant or permittee relocates to a different location or premises;
- (5) The facility fails to allow inspection and/or copying of the security recordings, the activity logs and records required under this chapter, or the premises by authorized City officials;
- (6) Applicant violates State law or rulemaking for the purpose of compliance with the Cannabis Facilities Ordinance.

Sec. 14-53.503 Appeals.

Any decision regarding or pertaining to the regulatory permit process set forth in this chapter, or any action taken by the Zoning Administrator pursuant hereto, may be appealed per Section 14-10.1100 et seq of this Code.

Sec. 14-53.504 Violations is Misdemeanor.

As provided in Section 1-2.01 of this Code, any violation of this chapter is a misdemeanor.

SECTION 2. PUBLICATION.

This ordinance shall be published in the Watsonville Register-Pajaronian and/or Santa Cruz Sentinel in compliance with the provisions of the Charter of the City of Watsonville.

SECTION 3. EFFECTIVE DATE.

This ordinance shall be in force and take effect thirty (30) days after its final adoption.

RESOLUTION NO._____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE ESTABLISHING AND ADOPTING CERTAIN FEES RELATED TO THE REVIEW AND PROCESSING OF CANNABIS FACILITY APPLICATIONS AND THE ISSUANCE AND ANNUAL RENEWAL OF CANNABIS FACILITIES IDENTIFICATION BADGES BY THE WATSONVILLE CHIEF OF POLICE TO OWNERS, MANAGERS AND EMPLOYEES OF PERMITTED AND APPROVED CANNABIS FACILITIES OPERATING IN THE CITY OF WATSONVILLE

Rescinds Resolution No.'s 102-17 (CM) AND 173-17 (CM)

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. Pursuant to its authority as set forth in Watsonville Municipal Code Section 14-53.111, the City Council hereby establishes and adopts certain fees for the review and processing of cannabis facility applications, as listed in Exhibit "A", attached hereto and incorporated herein by this reference.
2. Pursuant to its authority as set forth in subsection (f) of Section 14-53.111 of the Watsonville Municipal Code, the City Council hereby establishes and adopts fee of \$104.00 for the issuance and annual renewal of cannabis facilities identification badges by the Watsonville Chief of Police to owners, managers and employees of permitted and approved Cannabis Facilities operating in the City of Watsonville as listed in Exhibit "A", attached hereto and incorporated herein by this reference.
3. That the herein fees, rates, and charges effective upon adoption, shall henceforth be adjusted annually by the rate of the April to April change in the Consumer Price Index (CPI) for all Urban Consumers San Francisco-Oakland-San Jose, California, rounded to the next whole dollar, unless a difference adjustment is directed by Council resolution. Changes shall be effective July 1 of 2021.

4. That the aforementioned amended fees, rates, and charges shall supersede any and all fees of the City inconsistent therewith and shall be effective immediately.

CANNABIS FACILITIES FEES

	Fee
Cannabis Pre-Application	\$4,200.00
Cannabis Interview	\$3,700.00
Cannabis Special Use Permit	\$3,738.00
Cannabis Special Use Permit (new construction)	\$5,518.00
Cannabis Administrative Use Permit	\$1,508.00
Cannabis Annual Review Fee	\$3,700.00
Cannabis Annual Review Fee (additional premise/parcel)	\$1,508.00
Issuance and Annual Renewal of Cannabis Identification Badge	\$104.00

**City of Watsonville
Public Works & Utilities**

M E M O R A N D U M



DATE: **February 25, 2020**

TO: **Matthew D. Huffaker, City Manager**

FROM: **Steve Palmisano, Public Works & Utilities Director
Hilda Peralta, Senior Administrative Analyst**

SUBJECT: **Presentation on Overview of Program Implementation Analysis
for Organic Waste Methane Emissions Reductions (SB 1383)**

AGENDA ITEM: **March 10, 2020** **City Council**

RECOMMENDATION:

Staff recommends that the City Council receive this update on the Draft Organic Waste Methane Emissions Reductions (SB 1383) Implementation Plan.

DISCUSSION:

In September 2016, Governor Brown signed into law Senate Bill 1383 (Chapter 395, Statutes of 2016), the most significant waste reduction mandate to be adopted in California in the last 30 years. SB 1383 adds Sections 39730.5, 39730.6, 39730.7, and 39730.8 to the California Health and Safety Code, and adds Chapter 13.1 (commencing with Section 42652) to Part 3 of Division 30 of the California Public Resources Code, relating to methane emissions. According to CalRecycle's waste characterization study conducted in 2014, organic waste comprised 37% of the State's overall waste stream (see Attachment 1).

As it relates to State Bill 1383, organic waste refers to green waste, wood waste, food waste, and fibers such as paper or cardboard. The mandate established methane emissions reduction targets to reduce emissions of short-lived climate pollutants. To accomplish these goals, SB 1383 regulations outline specific requirements related to recycling and organics collection, processing, and edible food recovery.

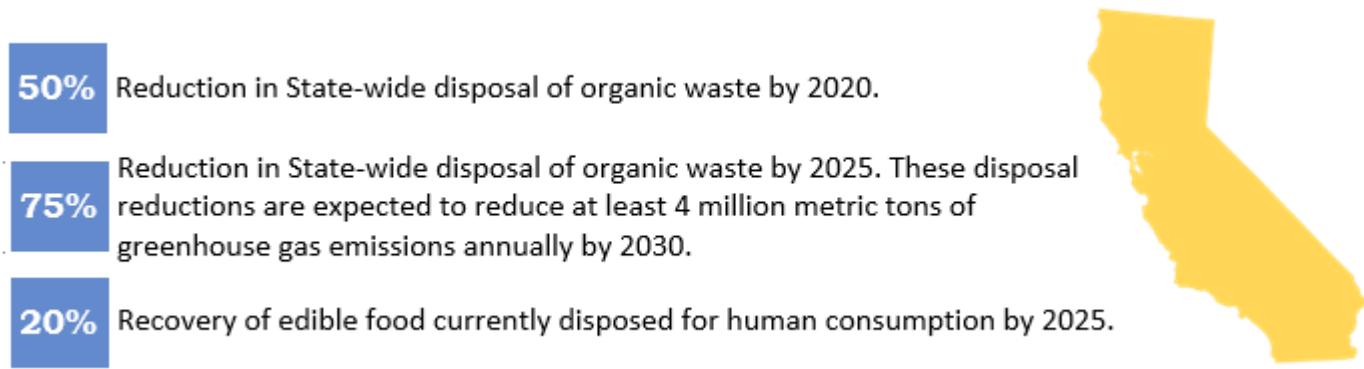
The City will need to comply with all these requirements by January 1, 2022. Major programmatic activities related to this mandate such as enforcement, inspections, and education will need to be addressed through early capacity planning to meet the regulatory requirements. Evaluating Watsonville's readiness in 2020 will be critical in planning programmatic and budgetary decisions to meet the State's implementation deadlines.

Beginning January 1, 2022 through December 31, 2023, the focus will be to educate generators and achieve compliance. Every generator will be given the opportunity to comply before mandatory enforcement comes into effect in 2024.

Overview of SB 1383 Requirements

- Provide organic waste collection to all organic waste generators, including residents' businesses, City facilities, and large events and venues.
- Establish an edible food recovery program that recovers edible food from the waste stream for human consumption.
- Conduct outreach and education to generators, haulers, facilities, and edible food recovery organizations.
- Procure products derived from California recycled organic waste such as compost, mulch, and renewable natural gas (RNG) produced from organic waste.
- Implement ordinances or similarly enforceable mechanisms requiring generator compliance with all requirements of SB 1383.

Goal Overview of SB 1383:



Organic Waste Collection & Processing Requirements

- Provide organic waste collection services to all generators within city limits (including food waste). SB 1383 requires mandatory service, subject to limited allowable waivers as described below under the subsection titled "Service Waivers."
- Offer color coded containers to differentiate waste streams (grey or black for trash, green for organic waste, blue containers for recyclables, and brown containers for food waste if food waste is further separated from the green organic waste container).
- Place labels on each container indicating accepted and prohibited materials.
- Continuously monitor contamination for all waste streams.
- By January 1, 2022, jurisdictions are required to have an enforcement mechanism or ordinance in place but are not required to enforce compliance until 2024.

Service Waivers

While SB 1383 requires implementation of a mandatory service ordinance, there are allowable waivers for generators of organic waste. Waivers are not required by the legislation, but should the City wish to offer service waivers, they are limited to the following waivers:

- Commercial generators who receive more than two cubic yards of solid waste service (all waste streams) who demonstrate that their waste stream contains less than 20 gallons of organic waste per week
- Commercial generators who receive less than two cubic yards of solid waste service (all waste streams) who demonstrate that their waste stream contains less than 10 gallons of organic waste per week
- Commercial businesses or property owners that provide documentation that their property lacks physical space for organic waste collection containers.
- Self-haulers of organic waste who are approved by the jurisdiction. Ultimately the City will be responsible for ensuring that generators comply with the organics recycling requirements, which include record keeping requirements for commercial self-haulers.

Outreach & Education

- Provide information related to organic waste services to all generators.
- Conduct education and outreach to all generators regarding collection service requirements, contamination standards, self-haul requirements, overall compliance, and the benefits of methane reduction on the environment.
- Education shall be provided in Spanish and other languages as required by Section 7295 of the Government Code.

Edible Food Recovery Requirements

- Identify all commercial Tier 1 and Tier 2 edible food generators.
- Establish a Food Recovery Program (expand infrastructure as necessary).
- Inspect commercial generators for compliance.
- Santa Cruz County will coordinate with the City of Watsonville to estimate existing edible food recovery capacity and/or new planned capacity available.

Compliance & Enforcement

Compliance will occur through many tools.

- Conduct desktop compliance review of commercial solid waste accounts.
- Adopt an ordinance requiring that all self-haulers properly source-separate their organic waste or deliver their waste to a high diversion organic waste processing facility.
- Verify that commercial accounts who self-haul maintain weight tickets and receipts for organic waste delivered to each solid waste facility, operation, activity, or property that processes or recovers organic waste.
- Conduct annual Inspections of edible food generators, food recovery organizations, and food recovery services.
- Investigate complaints received.
- Verification of De Minimis and space constraint waivers.
- Issue Notice of Violations (NOV) and fines for non-compliant generators after January 1, 2024.
- Monitor contamination on randomly selected containers and ensure all collection routes are reviewed annually. Contamination issues must be resolved through education and continuous monitoring.

OR

Conduct waste composition studies every six months to identify container contaminants. Additional education must be provided to the entire route if there is more than 25% contamination.

Performance-Based Compliance Approach

In addition to the above-mentioned compliance pathways, SB 1383 provide for compliance via imposition of a performance-based source separated collection service. The performance-based approach requires a three-container collection system with a minimum 90% subscription level in both the commercial and residential sector. Additionally, the jurisdiction will be required to meet contamination standards on an annual basis of 25% organics in the black refuse container.

While this compliance methodology reduces several of the programmatic requirements listed above, it also necessitates additional waste characterizations and other cost-incurring activities. Failure to meet the contamination standards will result in disqualification from the performance-based source separated collection service and will require the City to redesign and implement additional programs. There are several mature organics programs throughout the state that have not achieved the required diversion numbers, indicating this pathway offers substantial compliance risks and limited benefit.

BACKGROUND:

The City of Watsonville's Public Works and Utilities Department provides a full range of integrated solid waste management services from source reduction to recycling and disposal for residents and businesses. Over the past several years, Watsonville has implemented a robust set of organics collection and processing programs along with a progressive ban on disposable plastic-ware. Watsonville's current organics diversion programs were implemented to support compliance with State regulations including AB 939, AB 341, and AB 1826.

Recently adopted State legislation, SB 1383 (Lara, Chapter 395, Statutes of 2016, Short-Lived Climate Pollutants: Methane Emissions Reductions), requires significant action by local jurisdictions, residential and commercial organics generators, haulers, and facilities to reduce organics disposal. It will require Watsonville to further enhance its organics landfill reduction efforts related to food waste, green waste, wood waste, paper, cardboard, and other organics.

ALTERNATIVES AND COST ANALYSIS

Overview

The programmatic changes to comply with SB 1383 are estimated to require a one-time capital investment ranging from approximately \$1.1 million to \$3.7 million and estimated annual ongoing costs of \$386,000 to \$1.2 million. Furthermore, it is estimated that these additional programs will require an estimated increase in staffing of one to seven full time employees for implementation, and two to seven employees on an ongoing annual basis. There are several internal policy decisions and external factors that will affect the cost of implementation and ongoing compliance, which are highlighted below.

Processing Infrastructure

The availability of local organics processing infrastructure will be one of the largest variables impacting the City, with downstream impacts on collection methodology, staffing requirements, capital investment and overall expenditures.

Currently the City provides residential green waste services as well as source-separated commercial food waste collection service. While this source-separated green waste and food waste program is cost-effective at the pilot stage, the mandatory residential food waste collection required under SB 1383 will necessitate additional capital investment in trucks and containers, as well as ongoing labor, processing and maintenance expenses.

Staff has identified two potential locations for the processing of commingled green waste and food waste which would allow for citywide collection using a three-container collection system.

Collection System Alternatives

The variance between high and low ongoing annual costs is primarily driven by the availability of local organics processing infrastructure to process commingled green waste and food waste. This will ultimately determine the collection methodology, staffing requirements, capital investment and overall expenditures. Up-front capital investment includes the purchase of refuse collection vehicles (most likely two), driver training, and citywide rerouting. Ongoing annual costs account for increased route hours, programmatic oversight, driver labor, and vehicle operating costs. Collection Alternatives being considered are summarized below:

Collection System	Up-front Implementation Cost (\$)		Ongoing Annual Costs (\$)/Year	
	Low	High	Low	High
Weekly collection for all waste streams (3-container system).	\$829,000	\$912,000	\$499,000	\$931,000
Weekly collection for organics and bi-weekly for recycling, refuse, and yard waste.	\$12,000	\$13,000	\$101,000	\$494,000
Weekly collection for all waste streams (4-container system).	\$1.2 million	\$1.4 million	\$594,000	\$657,000
Weekly collection for organics (4-container system) and bi-weekly recycling, refuse, and yard waste.	\$12,000	\$13,000	\$82,000	\$94,000

Containers and Labels

The decision to provide a three-container or four-container collection system will also impact the volume of new containers required. In addition to the purchase of new containers, SB 1383 requires the placement of labels on existing containers in service. Below is a summary of the alternatives:

Containers & Labels	Labor	Up-front Implementation Cost (\$)		Ongoing Annual Costs (\$)/Year	
		Low	High	Low	High
Container costs for 3-container collection system		\$422,000	\$559,000	\$110,000	\$142,000
Placement of labels for 3-container collection system	2-3 full time employees	\$524,000	\$576,000	\$52,000	\$58,000
Container costs for 4-container collection system		\$1.1 million	\$1.3 million	\$223,000	\$264,000
Placement of labels for 4-container collection system	3-4 full time employees	\$697,000	\$767,000	\$70,000	\$77,000

Enforcement

As mentioned in the discussion section, there are several requisite activities to comply with SB 1383 legislation. It is estimated that an enforcement program will require a one-time cost ranging from \$36,000 to \$50,000, and ongoing annual costs ranging from \$50,000 to \$74,000. It is estimated that enforcement will require the equivalent of 0.4 to 0.5 full time employees the first year to implement, with ongoing annual enforcement requiring 0.5 to 0.7 full time employees. The cost and staffing ranges are heavily reliant on generator behavior and participation rates, as this will inform the level of enforcement required.

Ordinances and Policies

SB 1383 mandates the implementation of enforceable ordinances ensuring generator compliance with the regulations. It is estimated that implementing the necessary ordinances and policies will incur a one-time cost ranging from \$88,000 to \$140,000. This primary contributing factor to the range is the level of detail that the City wishes to include in the ordinances. For example, the City could incorporate brief ordinances pointing to relevant legislation or include more specific language tailored specifically to the City.

Reporting

SB 1383 requires expanded annual reporting and ongoing maintenance of an implementation record. It is estimated that the additional reporting will require a one-time expense of \$31,000 to \$39,000, and ongoing annual costs of \$44,000 to \$63,000. It is also estimated that the one-time implementation would require the equivalent of 0.05 to 0.1 full time employees, while ongoing annual record keeping would require 0.16 to 0.21 full time employees. The primary variables influencing the costs are the price of software and staff time to develop procedures and report.

Procurement

SB 1383 requires procurement of products derived from California recycled organic waste such as compost, mulch, renewable natural gas, or electricity from biomass conversion produced from organic waste. Due to local infrastructure and availability of these products, it is likely that compost or mulch procurement will be the most feasible and cost-efficient solution. It is estimated that the annual ongoing costs will range from

\$28,000 to \$161,000 per year and will require approximately 0.2 full time employees. This range is primarily dependent on whether the City receives the compost at no additional charge or if the City pays the market rate per ton. It is likely that there may be interdependence between the cost of compost procurement and the gate rate negotiated at the processing facility.

A pilot residential food scrap collection services program will be launched in CY 2020. Staff will provide Council a progress update regarding SB 1383 compliance in approximately one year.

STRATEGIC PLAN:

This project is consistent with the Strategic Plan Goal 3. Infrastructure and Environment.

FINANCIAL IMPACT:

There is no financial impact associated with reviewing the Draft Organic Waste Methane Emissions Reductions Implementation Plan. This is an informational item only.

ALTERNATIVES:

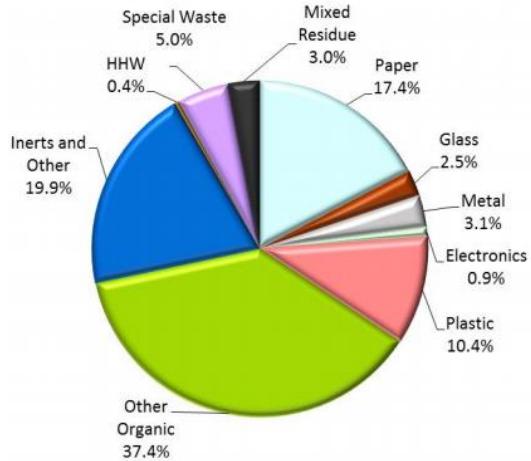
No other alternatives have been identified.

ATTACHMENTS:

- 1) California's Overall Disposal Waste Stream

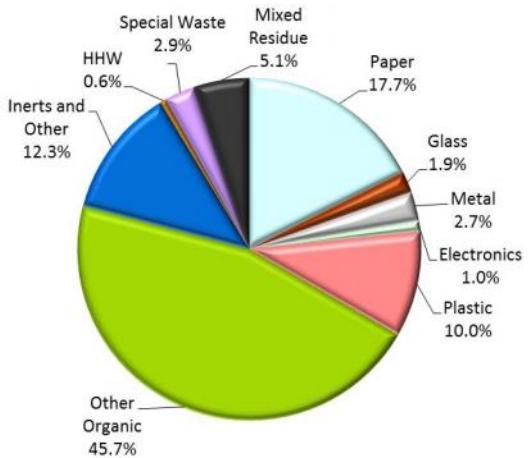
cc: City Attorney

Figure 5: Overview of California's Overall Disposed Waste Stream



Numbers may not total exactly due to rounding.

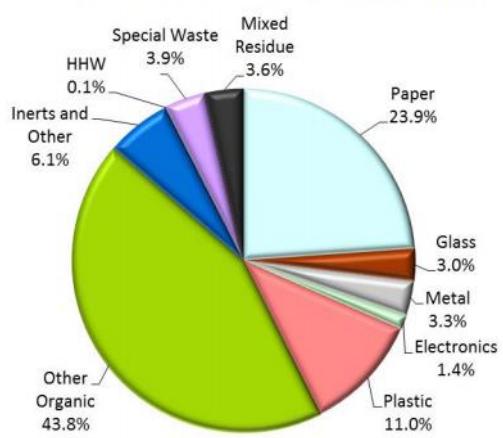
Figure 11: Overview of Single-Family Residential Disposed Waste



Numbers may not total exactly due to rounding.

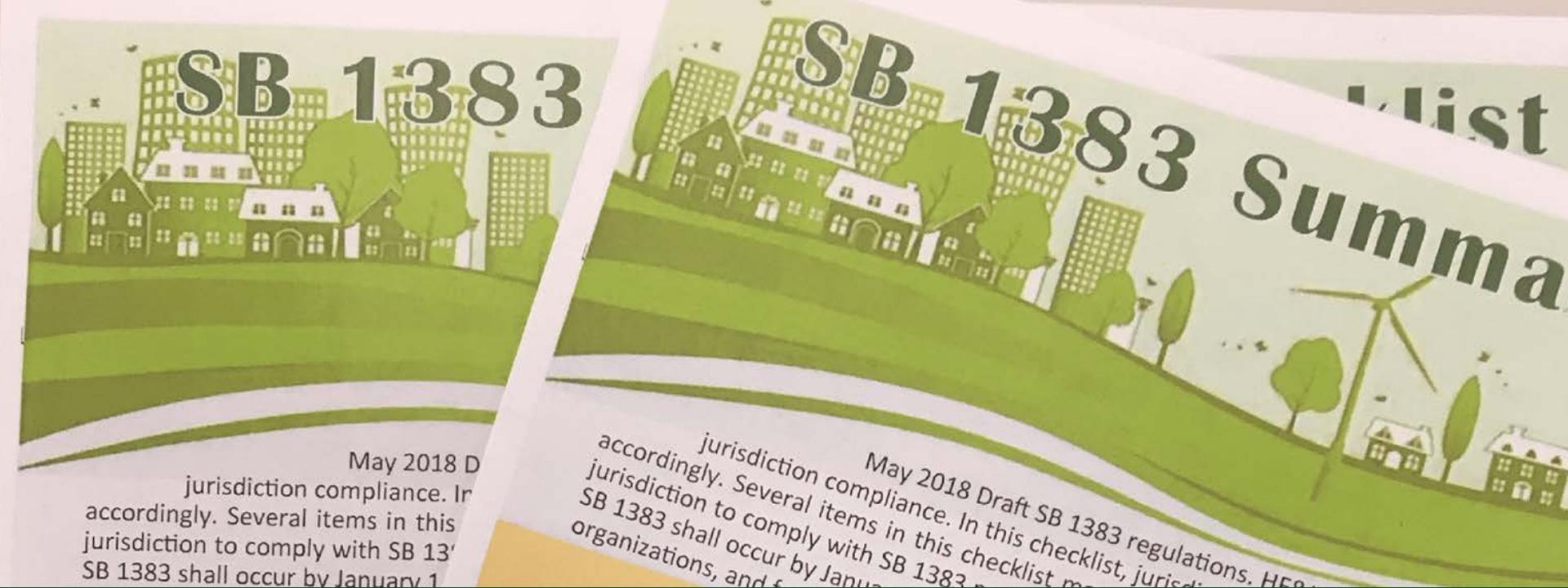
The above pie chart and table were constructed using sector percentage data obtained from the 2014 vehicle surveys applied to 2014 composition results. See *Special Note Regarding Sector Percentages* on page 3 of the [2014 report](#) for a further explanation of the sector percentage issues.

Figure 13: Overview of Multi-family Residential Disposed Waste



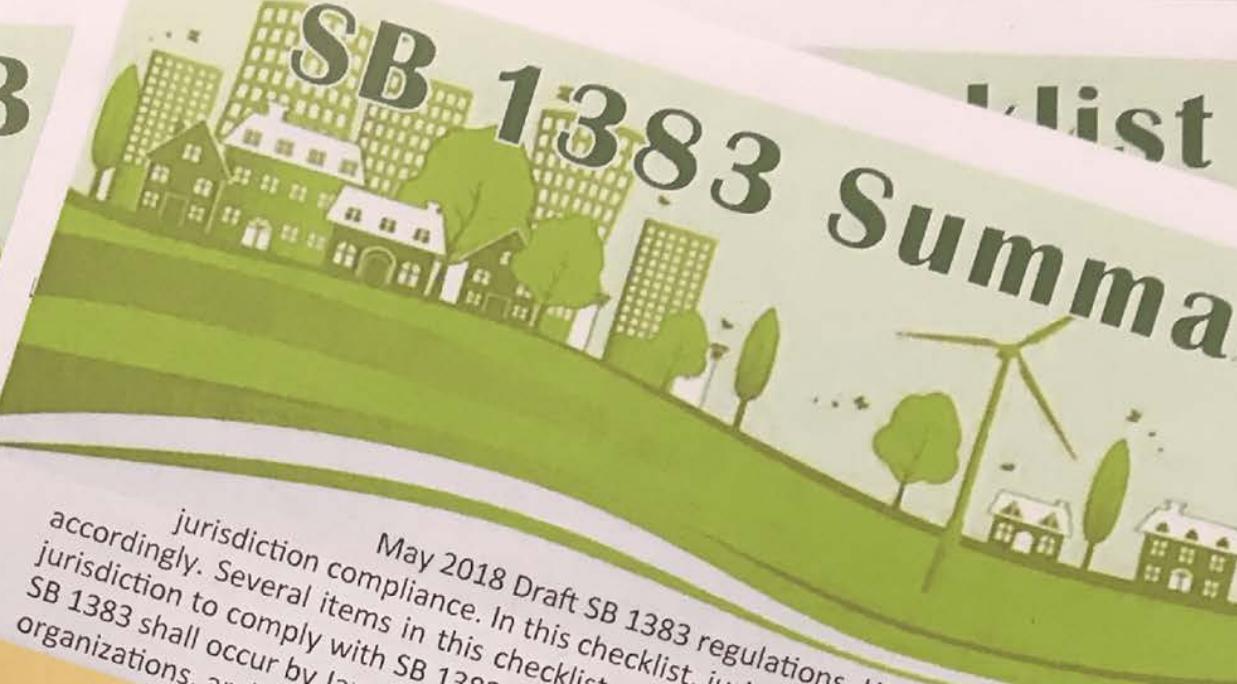
Numbers may not total exactly due to rounding.

The above pie chart and table were constructed using sector percentage data obtained from the 2014 vehicle surveys applied to 2014 composition results. See *Special Note Regarding Sector Percentages* on page 3 of the [2014 report](#) for a further explanation of the sector percentage issues.



SB 1383

May 2018 Draft SB 1383 regulations. HEC jurisdiction compliance. In this checklist, jurisdiction to comply with SB 1383 shall occur by January 1 accordingly. Several items in this jurisdiction to comply with SB 1383 shall occur by January 1



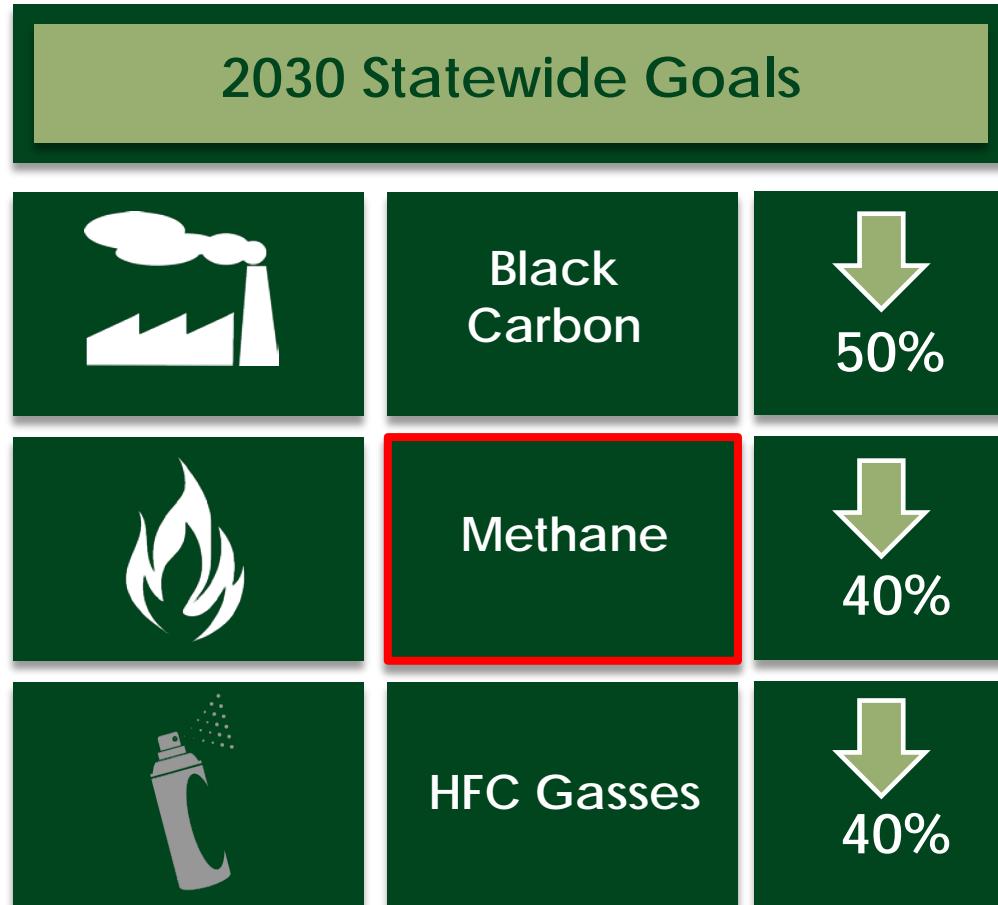
SB 1383 COMPLIANCE PLANNING

City of Watsonville
March 10, 2020



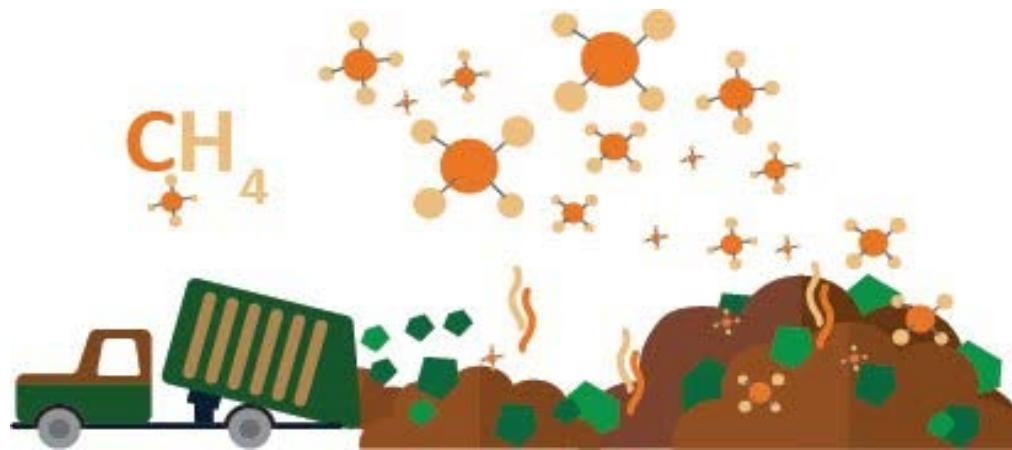
Prepared by
HF&H Consultants

SB 1383 HIGHLIGHTS



ALIGNMENT WITH WATSONVILLE'S CLIMATE ACTION PLAN

- Watsonville CAP set goal of 25% reduction in GHGs by 2030 (compared to 1990 baseline)
- Solid waste accounts for approximately 4% of Watsonville's GHGs emissions
- From 2005 through 2015 the solid waste sector reduced GHG emissions by an estimated 11%
- Additional reductions will be required to meet the state's goal of a 40% reduction by 2030.



SB 1383 TIMELINE



January 1, 2020

Regulations to be adopted Spring 2020

State to achieve 50% reduction of organics disposal (2014 baseline)



January 1, 2022

Jurisdictions must have organics recycling programs in place

Enforceable regulations take effect

Jurisdictions must implement an ordinance or ordinances



January 1, 2024

Jurisdictions must take progressive enforcement actions against non-compliant regulated entities:

- Generators
- Haulers
- Processors



January 1, 2025

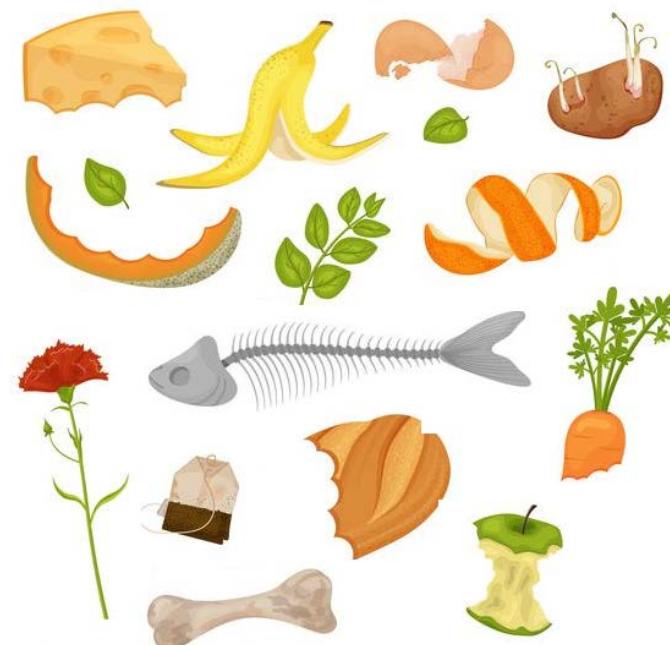
State to achieve 75% reduction in organics disposal (2014 baseline)

State to recover a minimum of 20% of disposed edible food for human consumption

ORGANIC WASTE DEFINED

Solid waste containing material originated from living organisms and their metabolic waste products, such as:

- Food Waste
- Green Waste
- Landscaping and Pruning Material
- Wood
- Paper Products
- Biosolids



WATSONVILLE COMPLIANCE NEEDS



Collection & Processing

City to expand food waste diversion program to all generators. Limited local processing infrastructure currently available.



Monitoring & Enforcement

Expanded contamination monitoring, compliance monitoring, and enforcement program to be implemented.



Product Procurement

Extensive compost, mulch, and/or renewable fuel procurement requirements.

WATSONVILLE COMPLIANCE NEEDS



Ordinances & Policies

Mandatory organics, food recovery, and enforcement ordinances required. Enforcement of CalGreen and WELO policies required.



Food Recovery

Food recovery programs required. City may collaborate with County on their programs.



Other

Other items to be addressed include self-haul monitoring, education and outreach, recordkeeping, and reporting.

SCHEDULE

Task	Time Period
Compliance Gap Analysis	In-Progress
Cost/Staffing Analysis	In-Progress
Budget Resource Needs	March 2020 – July 2020
Negotiate Processing Agreement	July 2020 – December 2020
Procure Equipment & Hire Staff	January 2021 – June 2021
Modify Ordinances & Policies	January 2021- June 2021
Implement Programs	July 2021- December 2021

FISCAL AND STAFFING IMPACTS

	WATSONVILLE EXPENSE DESCRIPTION	LOW	HIGH
1	ONE-TIME COSTS	\$ 1,100,000	\$ 3,700,000
2	ON-GOING COSTS	\$ 386,000	\$ 1,200,000

One-Time Staffing

1
Low 

7
High 

On-Going Staffing

2
Low 

7
High 

PRELIMINARY COMPLIANCE APPROACH OPTIONS



COLLECTION AND PROCESSING



OPTION 1: 3-CONTAINER SERVICE

- Utilize current collection containers; comingle food waste for all generators in currently provided green waste container
- Dependent on ability to negotiate processing agreement with third party
- Up-front cost: \$1.1 - \$2.3 million
- On-going annual cost: \$385,000 - \$1.45 million

OPTION 2: 4-CONTAINER SERVICE

- Provide fourth container to all generators for collection of food waste
- Up-front cost: \$2 - \$3.7 million
- On-going annual cost: \$496,000 - \$1.13 million



3-CONTAINER: CONTAINER AND LABEL COSTS

Watsonville SB 1383 Cost-of-Service Analysis		Expenses	
		Estimated One-Time Implementation Costs (\$)	Estimated On-Going Annual Costs (\$/Year)
1	CONTAINERS	\$ 491,000	\$ 126,000
2	CONTAINER LABELS	\$ 550,000	\$ 55,000

ONE-TIME COSTS INCLUDE*

- Purchase and delivery of 4,600 carts and 250 bins
- Purchase and placement of 26,000 compliant labels on containers

ON-GOING COSTS INCLUDE*

- Annual replacement of 10% of residential containers
- Annual cleaning of organics bins (up to 4x per account)

*Inclusive of labor

3-CONTAINER: COLLECTION AND PROCESSING COSTS

**Weekly Collection of Organics, Every Other Week
Collection of Refuse and Recycling**



3-CONTAINER: COLLECTION AND PROCESSING COSTS

Weekly Collection of Organics, Every Other Week Collection of Refuse and Recycling

Watsonville SB 1383 Cost-of-Service Analysis		Estimated One-Time Implementation Costs (\$)	Estimated On-Going Annual Costs (\$/Year)
3A	COLLECTION COSTS - EVERY OTHER WEEK RECYCLING AND REFUSE, WEEKLY ORGANICS	\$ 12,000	\$ 41,000

- One-time costs include routing updates
- On-going costs include increased route hours (estimated increase of 550 hours/year)

3-CONTAINER: COLLECTION AND PROCESSING COSTS

Weekly Collection of All Waste Streams



3-CONTAINER COLLECTION AND PROCESSING

Weekly Collection of All Waste Streams

Watsonville SB 1383 Cost-of-Service Analysis		Estimated One-Time Implementation Costs (\$)	Estimated On-Going Annual Costs (\$/Year)
3B	COLLECTION COSTS - WEEKLY COLLECTION OF ALL WASTE STREAMS	\$ 870,000	\$ 458,000

- One-time costs include purchase of 2 trucks, driver training, and routing updates
- On-going costs include increased route hours (estimated increase of 6,000 hours/year)

4-CONTAINER COLLECTION AND PROCESSING



4-CONTAINER: CONTAINER AND LABEL COSTS

Watsonville SB 1383 Cost-of-Service Analysis		Expenses	
		Estimated One-Time Implementation	Estimated On-Going Annual Costs
1	CONTAINERS	\$ 1,200,000	\$ 243,000
2	CONTAINER LABELS	\$ 732,000	\$ 73,000

ONE-TIME COSTS INCLUDE*

- Purchase and delivery of 13,000 carts and 535 bins
- Purchase and placement of 35,000 compliant labels on containers

ON-GOING COSTS INCLUDE*

- Annual replacement of 10% of residential containers
- Annual cleaning of organics bins (up to 4x per account)

*Inclusive of labor

4-CONTAINER: COLLECTION AND PROCESSING COSTS

Every Other Week Collection of Recycling, Refuse, and Yard Waste; Weekly Collection of Food Scraps



4-CONTAINER: COLLECTION AND PROCESSING COSTS

Every Other Week Collection of Recycling, Refuse, and Yard Waste; Weekly Collection of Food Scraps

Watsonville SB 1383 Cost-of-Service Analysis	Estimated One-Time Implementation Costs (\$)	Estimated On-Going Annual Costs (\$/Year)
3A COLLECTION COSTS - EVERY OTHER WEEK RECYCLING REFUSE AND YARD WASTE, WEEKLY FOOD WASTE	\$ 12,000	\$ 79,000

- One-time costs include routing updates
- On-going costs include increased route hours (estimated increase of 1,100 hours/year)

4-CONTAINER: COLLECTION AND PROCESSING COSTS

Weekly Collection of All Streams



4-CONTAINER: COLLECTION AND PROCESSING COSTS

Weekly Collection of All Streams

Watsonville SB 1383 Cost-of-Service Analysis		Estimated One-Time Implementation Costs (\$)	Estimated On-Going Annual Costs (\$/Year)
3B	COLLECTION COSTS - WEEKLY COLLECTION OF ALL WASTE STREAMS	\$ 1,295,000	\$ 617,000

- One-time costs include purchase of 3 trucks, driver training, and routing updates
- On-going costs include increased route hours (estimated increase of 8,200 hours/year)

Current Compliance Progress



Program Update

Food Scraps Desechos de Comida



YES/SI



NO



Program Model Overview



INFRASTRUCTURE

COLLECTION & PROCESSING

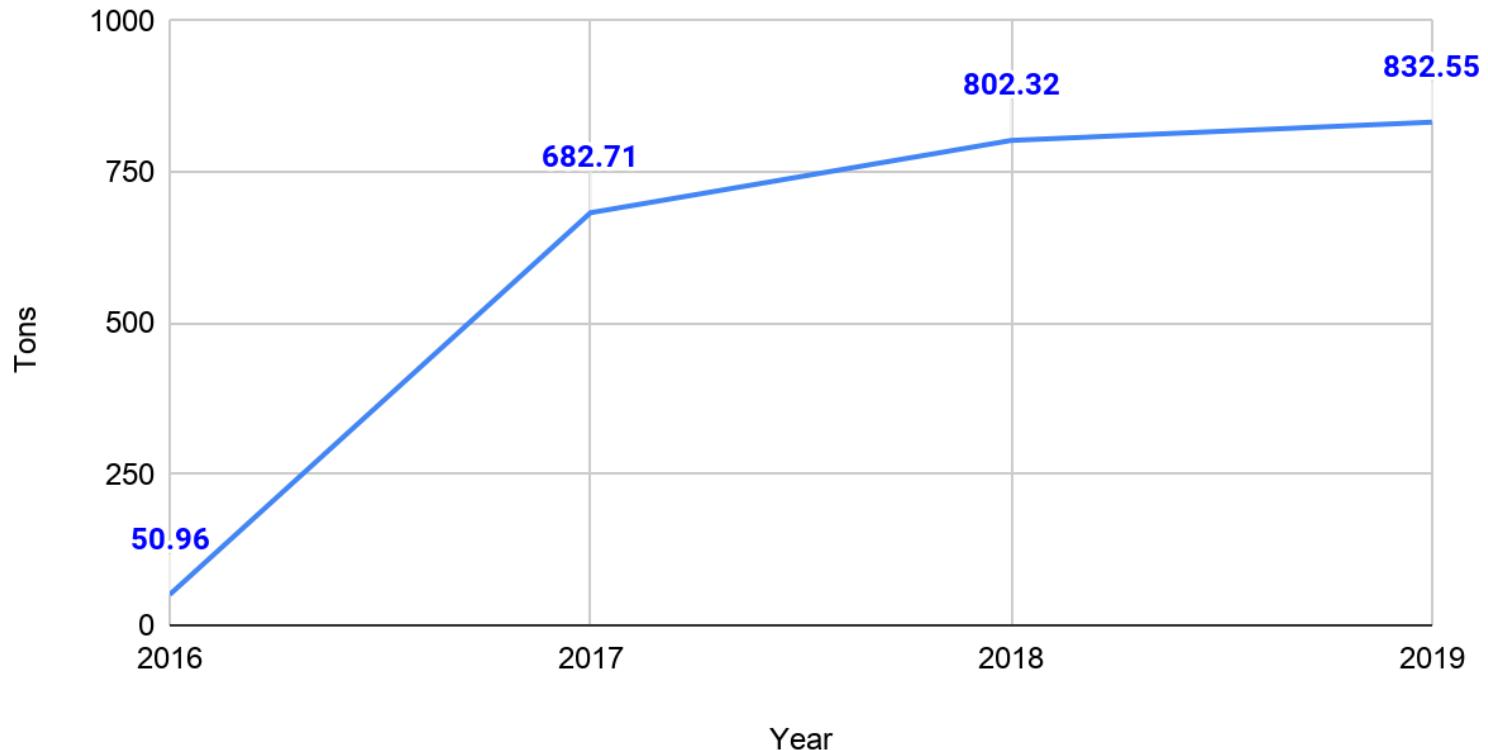
QUALITY CONTROL

Outreach & Education



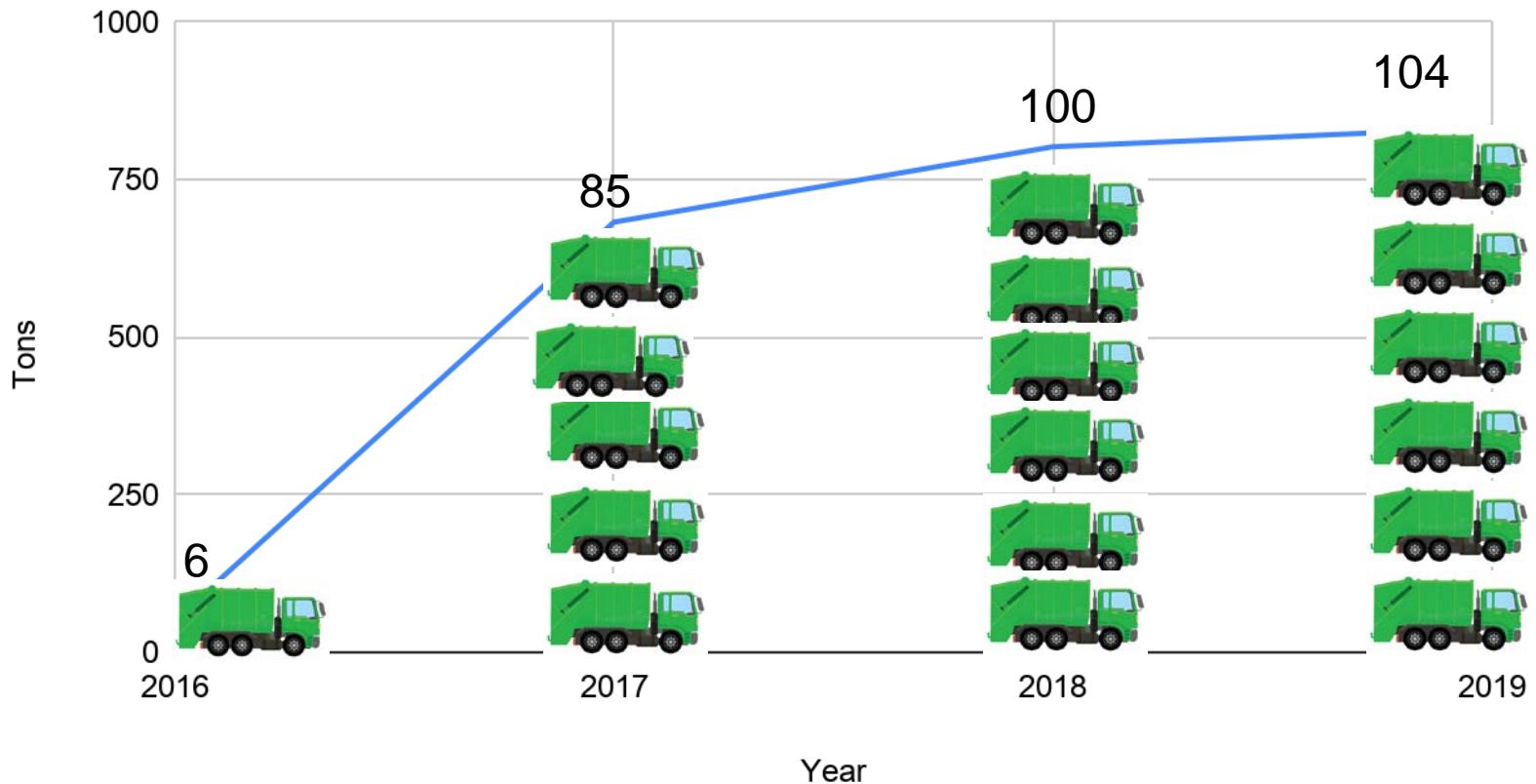
Food Scrap Diversion

Tons vs. Year



Diversion Equivalents

Truck Loads vs. Year



Residential Pilot





THANK YOU

HF&H Consultants, LLC

www.HFH-consultants.com

© HF&H CONSULTANTS, LLC *All rights reserved.*



**City of Watsonville
Public Works & Utilities Department**

M E M O R A N D U M



DATE: **March 4, 2020**

TO: **Matthew D. Huffaker, City Manager**

FROM: **Steve Palmisano, Director of Public Works & Utilities**
Maria Esther Rodriguez, Assistant Director
Murray A. Fontes, Principal Engineer

SUBJECT: **Council approval of project lists for transportation projects funded by Measure D and SB 1**

AGENDA ITEM: **March 11, 2020** **City Council**

RECOMMENDATION:

Staff recommends that the City Council adopt resolutions approving a list of transportation projects to be funded by:

1. Measure D in Fiscal Years 20/21 through 24/25;
2. Senate Bill 1 (SB1) in Fiscal Year 2020/21 (FY20/21)

DISCUSSION:

The City receives transportation funding from Measure D and SB 1. As explained below, each requires that the City develop and approve an expenditure plan.

Measure D

In 2016, Santa Cruz County voters approved Measure D, a one-half cent sales tax that funds transportation projects for 30 years. The Measure allocates a portion of the funding to individual agencies and the City's projected share for FY 2020/21 is \$882,000. Requirements of the funding include development of a five year expenditure plan with Council approval, on an annual basis. The Plan is due by June 30, 2020. The Plan is attached to the resolution as "Measure D: 5-Year Program of Projects (FY20/21-24/25)."

Measure D funding to be received in FY20/21 will be used on the following:

- Increased pedestrian and bicycle safety through projects involving Bicycle Safety Improvements, Downtown Revitalization and Pedestrian and Traffic Safety Improvements;
- Maintenance and repair of roads at various locations throughout the City;
- Improvements to the City trail system with a trail maintenance project and completing design of the Lee Road Trail;

- Design and preparation of environmental documents for roadway reconstruction or improvement projects on Bridge St, Freedom Blvd and Pennsylvania Drive.

SB 1

In 2017, Governor Brown signed SB 1, providing additional funding for road maintenance, rehabilitation and safety projects. The funding is apportioned by formula to cities and counties. Watsonville's projected annual share for FY20/21 is \$1,001,399.

To be eligible for SB 1 funding in FY20/21, the City must provide the California Transportation Commission (CTC) with a list of projects that have been approved by Council. The list is due to the CTC on May 1, 2020. The list is attached to the resolution as "City of Watsonville - SB 1 Project List FY20/21."

In FY20/21, the City will use SB 1 funding for projects that include the following:

- Downtown Revitalization and improvements recommended by the recent Downtown Watsonville Complete Streets Plan and the Complete Streets to Schools Plan including crosswalk enhancements and bulb outs;
- Road Repair (various locations)
- Maintain Roads (various locations)

STRATEGIC PLAN:

Measure D and SB 1 funding and improvements will address Strategic Plan Goals #3 - Infrastructure and #6 - Public Safety.

FINANCIAL IMPACT:

Measure D and SB 1 will provide funding for transportation projects and help the City qualify for additional grant funds by serving as local match.

ALTERNATIVES:

None

ATTACHMENTS:

None

cc: City Attorney

RESOLUTION NO. _____ (CM)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WATSONVILLE APPROVING THE 2020 MEASURE D 5-YEAR
PROGRAM OF PROJECTS (FY 2020/2021 - FY 2024/2025) FOR THE
CITY OF WATSONVILLE FUNDED BY MEASURE D APPROVED BY
VOTERS ON NOVEMBER 8, 2016**

WHEREAS, Santa Cruz County voters approved a one-half cent sales tax (Measure D) on November 8, 2016, to fund transportation projects for the next 30 years; and

WHEREAS, the City of Watsonville's projected share of Measure D funds for FY20/21 is \$882,000, which will provide additional funding for City transportation projects; and

WHEREAS, Measure D requires annual review of a five year expenditure plan with public input and City Council approval.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:**

That the City Council hereby approves the 2020 Measure D 5-Year Program of Projects (FY20/21 – FY24/25) for the City of Watsonville attached hereto and incorporated herein as Exhibit "A."

City of Watsonville 2020 Measure D Five-Year Program of Projects [FY 2020-2021 through FY 2024-2025]

Measure D: 5-Year Program of Projects (FY20/21-24/25)

Agency: City of Watsonville

Expenditure Plan Category: Neighborhood Projects

Approval Date: 03/10/20

Measure D Revenues

	Prior	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25
Estimated Annual Measure D Allocations	\$ 2,646,630	\$882,001	\$891,268	\$902,053	\$916,485	\$932,436

Project Name/location	Description (Include project purpose and complete streets components if applicable)	Total Measure D	Prior Years Spent	Amount of Measure funds to be used					Total cost estimate	Other Funds \$	Other fund sources	Est. Construction start date	Major project? * (yes/no)
				FY20/21	FY21/22	FY22/23	FY23/24	FY24/25					
Bicycle Safety Improvements (Various Locations)	Provide signage and traffic markings along bicycle corridors and provide educational programs.	\$350,000	\$93,585	\$56,415	\$100,000		\$50,000	\$50,000	\$350,000	\$0	None	Spring 2021 Spring 2022 Spring 2024	No
Bridge St Reconstruction from Blackburn St to Beck St	Repair and resurface damaged roadway and bike lanes, replace damaged sidewalks, resurface roadway. Includes design, environmental documentation and construction.	\$200,000	\$0	\$100,000	\$100,000				\$750,000	\$550,000	TBD - \$550,000	Spring 2022	Yes
Downtown Revitalization	Provide complete streets improvements including but not limited to pedestrian crossings, bus stops, parking, sidewalks and traffic management. Includes design, environmental documentation and construction.	\$300,000	\$20,050	\$79,950				\$200,000	\$300,000	\$0	None	Spring 2021	No
Freedom Blvd Improvements from Alta Vista Ave to Green Valley Rd	Reconstruct roadway, remove & replace non-ADA compliant driveways & curb ramps, install high visibility crosswalks, upgrade existing bus shelter, install new traffic signal at Sydney Ave. Includes design, environmental documentation and construction.	\$570,000	\$0	\$125,000	\$445,000				\$3,125,000	\$2,555,000	Gas Tax - \$505,000 SB1 - \$500,000 STIP - \$1,550,000	Spring 2022	Yes
Freedom Blvd Improvements from Green Valley Rd to Airport Blvd	Repair and resurface damaged roadway and bike lanes, replace damaged sidewalks, add pedestrian facilities where none exist. Includes design, environmental documentation and construction. Restriping 2021, reconstruction 2023.	\$940,000	\$195,000	\$0	\$150,000	\$595,000			\$2,645,000	\$1,705,000	Gas Tax - \$500,000 SB1 - \$500,000 TBD - \$705,000	Spring 2021 Spring 2023	Yes
Green Valley Rd Reconstruction from Freedom Blvd to City Limits	Reconstruct roadway, install median island, remove and replace non-compliant driveways & curb ramps, resurface roadway & provide bike lanes where none exist.	\$550,000	\$550,000	\$0					\$2,000,000	\$1,450,000	Gas Tax - \$800,000 SB1 - \$650,000	Spring 2021	Yes
Lee Rd Trail (Lee Rd from RR xing to Harkins Slough Rd and Harkins Slough Rd from Lee Rd to Pajaro Valley High School driveway)	Prepare design, environmental documents and construction of pedestrian and bicycle trail	\$1,000,000	\$178,324	\$171,676			\$650,000		\$1,330,000	\$330,000	Coastal Conservancy - \$330,000	Spring 2024	Yes
Maintain Roads (City-wide, All Districts)	Place three-layer coating system on road surface. Includes Airport Blvd to 600 ft west.	\$1,300,000	\$401,575	\$398,425					\$500,000	\$2,525,000	Gas Tax - \$700,000 SB1 - \$525,000	Spring 2021	Yes
Maintain & Improve Trails (Various locations)	Develop, maintain and enhance existing pedestrian and bicycle trails	\$500,000	\$100,000	\$200,000		\$100,000		\$100,000	\$500,000	\$0	None	Spring 2021 Spring 2023	No
Pajaro Valley High School Connector Trail (Airport Blvd to Harkins Slough Rd)	Construct 8' wide pedestrian and bike trail. Includes design, environmental documentation and construction.	\$200,000	\$0		\$100,000	\$100,000			\$750,000	\$550,000	Gas Tax - \$75,000 SB1 - \$75,000 TBD - \$400,000	Spring 2024	Yes
Pedestrian & Traffic Safety (Various Locations)	Install or upgrade safety and traffic calming measures such as striping, markers, signage, signals, lighting, flashing beacons, curb extensions and speed humps and provide educational programs.	\$1,000,000	\$446,169	\$53,831	\$140,000	\$160,000	\$100,000	\$100,000	\$1,000,000	\$0	None	Spring each year	No
Pennsylvania Dr Reconstruction from Clifford St to Winding Way	Reconstruct roadway, bike lanes and pedestrian facilities, resurface roadway. Includes design, environmental documentation and construction.	\$200,000	\$0	\$100,000	\$100,000				\$1,500,000	\$1,300,000	TBD - \$1,300,000	Spring 2022	Yes
Administrative Costs	Cost of annual audit.	\$35,598	\$10,598	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$35,598	\$0	None	None	No

Estimated Annual Measure D Expenditures	\$1,995,301	\$1,290,297	\$890,000	\$515,000	\$1,500,000	\$955,000
Carry over from previous fiscal year	\$0	\$664,985	\$257,851	\$260,290	\$650,270	\$67,057
Balance at end of current fiscal year	\$661,992	\$256,690	\$259,119	\$647,343	\$66,755	\$44,493
Annual Interest Earnings on Measure D Revenues (=0.45219%)	\$2,993	\$1,161	\$1,172	\$2,927	\$302	\$201
Carry over to next fiscal year	\$664,985	\$257,851	\$260,290	\$650,270	\$67,057	\$44,695

*For Major Projects (e.g. require CEQA, over \$1M, and/OR lots of public interest), provide separate one-page summary with longer description, describe consistency with the Complete Streets Act; Cost/Funding/schedule by phase)

RESOLUTION NO. _____ (CM)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WATSONVILLE APPROVING THE CITY OF WATSONVILLE – SB1
PROJECT LIST FY 20/21 TO BE FUNDED BY SENATE BILL 1 FUNDS**

WHEREAS, Senate Bill 1 (SB1) also known as the Road Repair and Accountability Act of 2017, was signed into law on April 28, 2017; and

WHEREAS, SB1 provides additional funding for road maintenance, rehabilitation, and safety projects which is split equally between the state, cities and counties; and

WHEREAS, eligibility for SB1 funding includes City Council approval of list of possible transportation projects provided to the California Transportation Commission (CTC) before May 1, 2020; and

WHEREAS, SB1 provides support for state and local systems to meet four critical needs: congestion relief, trade corridor improvements, improved transit/rail travel and pedestrian/cyclist safety projects; and

WHEREAS, the State estimates annual funding available to the City of Watsonville through SB1 to be approximately \$1,001,399 for FY20/21.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:**

That the City Council hereby approves the City of Watsonville – SB1 Project List FY20/21 for the City of Watsonville which is attached hereto and incorporated herein as Exhibit "A."

2020 City of Watsonville - SB1
Project List FY20/21

Name/Road/Limits	Description	Cost	Completion	Useful Life
Downtown Revitalization	Provide improvements recommended by recent Downtown Watsonville Complete Streets Plan and Complete Streets to Schools Plan including crosswalk enhancements on Rodriguez St, Union St and Brennan St. Bulb-out improvements on Rodriguez St and Union St.	246,399	FY20/21	6 Yr
Road Repair	West Beach St from Lee Rd to Walker St, Aurthur Rd from Hammer Dr to Freedom Blvd	230,000	FY20/21	20 Yr
Maintain Roads (Varios Locations)	Place cape seal on various roads including Roache Rd from Freedom Blvd to Airport Blvd, West Beach from Lee Road to Walker St, Center Street from Blackburn to Hushbeck, Loma Prieta from Green Valley Rd to Airport Blvd, Arthur Rd from Mariposa Ave to Freedom Blvd, Harvest Dr from Riverside Dr to West Beach, Airport Blvd from 600 ft west of Freedom Blvd to Hangar Way	525,000	FY20/21	10 Yr



Measure D & SB 1 Project Lists

Public Works & Utilities Department

Transportation Projects & Funding

- Part of annual budget
- Funding for transportation only

Funding Types

- One time allocations – Grants
- Regular allotment – Gas Tax, TDA
- Measure D
- Senate Bill 1 (SB 1)



Types of Projects

- Major – Design & environmental documents
- Major - Construction
- Programs
- Operations or Maintenance



Projects in FY19/20

Measure D



- Bicycle Safety Improvements
- Green Valley Rd Reconstruction Design
- Lee Rd Trail Design
- Maintain Roads Design
- Maintain Trails Design
- Pedestrian & Traffic Safety



SB1



- Airport Blvd Reconstruction Construction
- Green Valley Rd Reconstruction Design
- Green Valley Rd Improvements Construction



Green Valley Rd Reconstruction



From Freedom Blvd to City Limits
Construction FY20/21

Freedom Blvd Improvements



From Alta Vista St to Green Valley Rd
Design FY20/21
Construction FY21/22

Bridge Street Reconstruction



From Blackburn St to Beck St
Design FY20/21
Construction FY21/22

Pennsylvania Drive Reconstruction

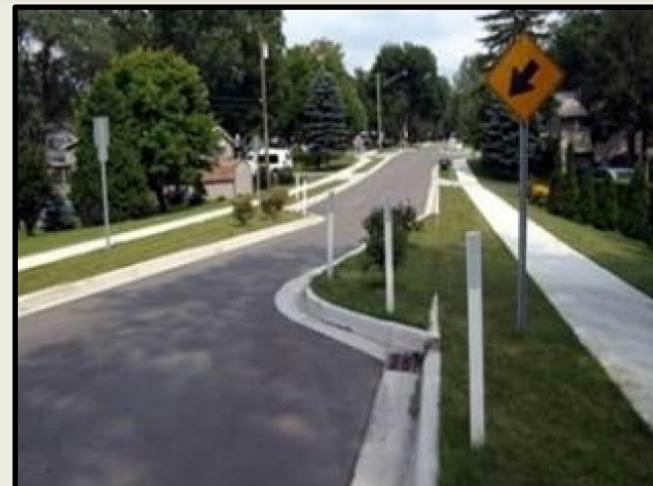


From Clifford St to Winding Way
Design FY20/21
Construct FY21/22

Maintain Roads & Road Repair



Pedestrian & Traffic Safety & Downtown Revitalization



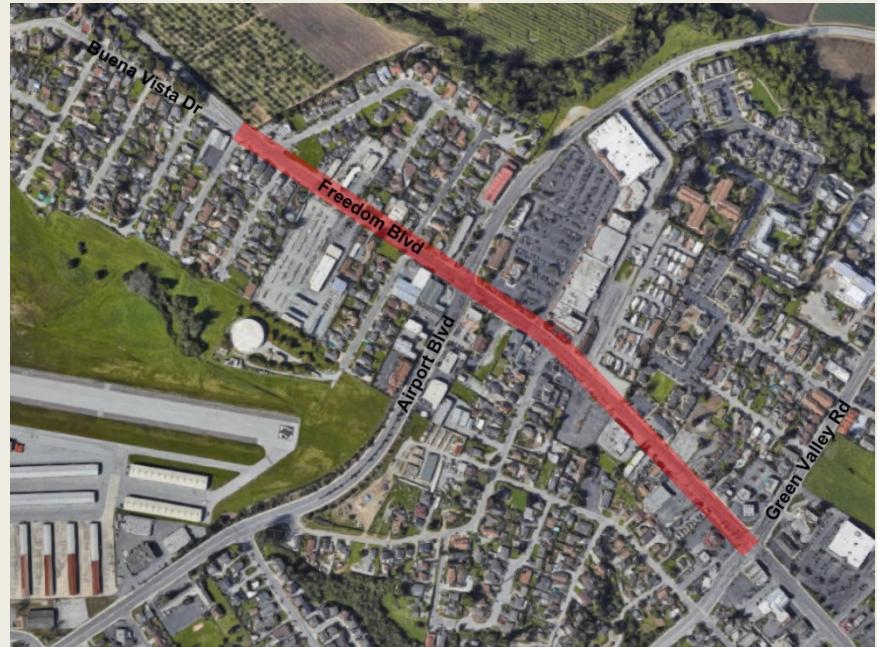
Bicycle and Pedestrian Projects

- Bicycle Safety Improvements
- Maintain & Improve Trails
- Lee Road Trail



Future Projects

Pajaro Valley High School
Connector Trail
FY22/23



Freedom Blvd Improvements from
Green Valley Rd to Airport Blvd
FY22/23

Project Summary

Measure D

- Bicycle Safety Improvements
- Bridge St Reconstruction
- Downtown Revitalization
- Freedom Blvd Improvements (X2)
- Green Valley Rd Reconstruction
- Lee Rd Trail
- Maintain Roads
- Maintain & Improve Trails
- Pajaro Valley High School Trail
- Pedestrian & Traffic Safety Improvements
- Pennsylvania Dr Reconstruction
- Administrative Costs

SB 1

- Downtown Revitalization
- Road Repair
- Maintain Roads



RECOMMENDATION

Approve Measure D & SB 1 project lists



**City of Watsonville
City Manager's Office**

M E M O R A N D U M



DATE: **March 10, 2020**

TO: **Matthew D. Huffaker, City Manager**

FROM: **Rudy Lopez, Sr., Fire Chief**

SUBJECT: **Declaration of Local Health Emergency Regarding Novel Coronavirus (COVID-19) (FD)**

AGENDA ITEM: **March 10, 2020**

City Council

RECOMMENDATION:

Staff requests and recommends the City Council approve a resolution proclaiming the existence or threatened existence of an emergency pursuant to subdivision (a) of § 4-2.03 of the Watsonville Municipal Code and confirming the City Manager of the City of Watsonville as the City's Director of Emergency Services and direct the Director of Emergency Services take all actions necessary or appropriate as described in subdivisions (b) through (e) inclusive of §4-2.03 and 4-2.04-4-2.06 inclusive.

DISCUSSION:

The Centers for Disease Control and Prevention (CDC) continues to closely monitor an outbreak of a 2019 novel coronavirus (2019-nCoV) in Wuhan City, Hubei Province, China that began in December 2019. The CDC has established an Incident Management System to coordinate a domestic and international public health response.

A novel coronavirus is causing an outbreak of respiratory illness (COVID-19) in China. Illness with this virus has ranged from mild to severe. Signs and symptoms of infection include fever, cough, and difficulty breathing. Sore throat also has been reported in some patients. Some patients also have reported diarrhea without other symptoms. This new coronavirus has caused severe disease and death in patients who developed pneumonia. Risk factors for severe illness are not yet clear, although older adults and those with chronic medical conditions may be at higher risk for severe illness.

The County of Santa Cruz Health Services Agency has declared a Local Health Emergency regarding COVID-19 authorized by County Health Officer, Dr. Gail Newel. The City of Watsonville City Council is being requested to proclaim a local emergency for the City of Watsonville. The purpose of declaring a local health emergency generally the Director of Emergency Services to:

- More effectively respond to COVID-19,
- Seek and utilize mutual aid,
- Potentially obtain reimbursement, and
- Ensure that the City of Watsonville staff have all the necessary tools and powers at their disposal to slow the spread of the Coronavirus (COVID-19) outbreak in our area.

The City of Watsonville has developed an internal continuity of operations plan to respond to the Coronavirus outbreak and ensure that continuity of critical functions of the City's operations. Departments are also developing action plans to both protect our employees and members of the public from potentially contracting and spreading the virus in the course of participating in City programs or utilizing City services.

STRATEGIC PLAN:

Declaring a local emergency disaster is a preventative measure to protect the health and safety of our community. This action is consistent with the City Council's Strategic Plan goal of Health and Wellbeing.

FINANCIAL IMPACT:

Cal OES and FEMA disaster recovery assistance has not been approved at this stage in the disaster. If approved, the City has and will continue to track all cost relating to the response and preventative measures taken to slow the spread of the Coronavirus outbreak within the City of Watsonville.

ALTERNATIVES:

ATTACHMENTS:

- 1) County of Santa Cruz Declaration of Local Health Emergency
Regarding Novel Coronavirus

cc: City Attorney



County of Santa Cruz

HEALTH SERVICES AGENCY

POST OFFICE BOX 962, 1080 Emeline Ave., SANTA CRUZ, CA 95061-0962

TELEPHONE: (831) 454-4000 FAX: (831) 454-4488 TDD: Call 711

Public Health Division

DECLARATION OF LOCAL HEALTH EMERGENCY REGARDING NOVEL CORONAVIRUS (COVID-19)

WHEREAS, Health and Safety Code 101080 authorizes a local health officer to declare a local health emergency in the health officer's jurisdiction, or any part thereof, whenever the Health Officer reasonably determines that there is an imminent and proximate threat of the introduction of any contagious, infectious, or communicable disease, chemical agent, noncommunicable biologic agent, toxin, or radioactive agent; and

WHEREAS, the local health emergency shall not remain in effect after seven days from the date of this declaration unless it has been ratified by the Santa Cruz County Board of Supervisors; and

WHEREAS, the Health Officer of the County of Santa Cruz makes the following findings:

1. A severe acute respiratory illness caused by a novel coronavirus ("COVID-19") was first detected in Wuhan City, Hubei Province, People's Republic of China ("China"), in December 2019. The Centers for Disease Control and Prevention ("CDC") considers the virus to be a very serious public health threat, based on current information. In part, the virus is considered a serious public health threat because much is unknown. The exact modes of transmission, the factors facilitating human-to-human transmission, the extent of asymptomatic viral shedding, the groups most at risk of serious illness, the attack rate, and the case fatality rate all remain active areas of investigation, but are poorly characterized at this time. The best information to date suggests that the virus is spread between people primarily via respiratory droplets produced when an infected person coughs or sneezes. Symptoms of the virus include fever, cough, and shortness of breath, and infected individuals have experienced a range of outcomes, from mild sickness to severe illness and death. The CDC believes at this time that symptoms appear two to fourteen days after exposure. Currently, there is no vaccine or specific antiviral treatment for COVID-19. Although the majority of individuals infected with COVID-19 recover from the disease without special treatment, approximately 1 in 6 may become seriously ill.
2. The number of reported cases of COVID-19 has escalated dramatically over a short period of time and have spread worldwide. To date, there are over 90,000 confirmed cases of COVID-19 and over 3,000 deaths from COVID-19. Cases of COVID-19, though concentrated in China, have been reported on every continent except Antarctica. Transmission from asymptomatic individuals has been documented. Case numbers in the United States are increasing, including eight deaths. Community spread is occurring. Our neighboring county of Santa Clara is one of two areas of COVID-19 outbreak in the United States. Many residents of Santa Cruz County work in Santa Clara County and travel to and from that County on a daily

basis. The World Health Organization has declared the outbreak to be a global health emergency. The U.S. Department of Public Health and Human Services has declared a Public Health Emergency for the United States.

3. Actions are being taken to protect public health and limit the spread of COVID-19 in the United States. The CDC recommends that travelers avoid all nonessential travel to China and Iran, and the U.S. Department of State advises Americans not to travel to either of those countries. Effective February 2, 2020, all travelers returning to the United States who have been in Hubei province within the last 14 days are being quarantined; those returning from other provinces in China are being asked to self-quarantine with monitoring and follow up by local health departments. In addition, hundreds of passengers from the Diamond Princess cruise ship have been flown to Travis Air Force Base for mandatory quarantine, with confirmed cases transferred to Bay Area hospitals.
4. Although there have been no confirmed cases in Santa Cruz County, public health staff have been busy monitoring case contacts and returning travelers. . The Public Health Division has been working diligently with federal, state, regional and local partners to ensure our readiness to respond to COVID-19. The Health Services Agency is working with other County departments as well as community partners to prepare for COVID-19 in Santa Cruz County.

WHEREAS, the CDC has issued guidance to local and State health departments, including the County of Santa Cruz Health Services Agency, Public Health Division, concerning risk assessment and public health management of persons with potential exposure to COVID-19. These guidelines require the Health Services Agency to make extraordinary efforts to monitor ongoing communicable disease threats and prepare for management of individuals who may have been exposed to COVID-19; and

WHEREAS, the Health Officer of the County of Santa Cruz does hereby find that there is an imminent and proximate threat to public health from the introduction of COVID-19 in the County of Santa Cruz;

NOW, THEREFORE, the Health Officer of the County of Santa Cruz hereby declares that as of March 4, 2020 a local health emergency exists in the County of Santa Cruz.

Date: 3/4/20

Issued By:

Time: 0900



Gail Newel, MD

Health Officer, County of Santa Cruz

Health Services Agency, Public Health Division

Approved as to Form:


Siobhan Kelley
Assistant County Counsel

RESOLUTION NO._____ (CM)

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WATSONVILLE DECLARING LOCAL HEALTH EMERGENCY
REGARDING NOVEL CORONAVIRUS (COVID-19) PURSUANT TO
CHAPTER 2 OF TITLE 4 OF THE WATSONVILLE MUNICIPAL CODE**

WHEREAS, California Health and Safety Code 101080 authorizes the County of Santa Cruz local health officer to declare a local health emergency for the Coronavirus outbreak in the health officer's jurisdiction, or any part thereof, as the Health Officer reasonably determined that there is an imminent and proximate threat of the introduction of a contagious, infectious, or communicable disease, chemical agent, non-communicable biologic agent, toxin, or radioactive agent; and

WHEREAS, Section 4-2.03 of the Watsonville Municipal Code, empowers the City manager acting as the City's Director of Emergency Services to request that the City Council proclaim the existence or threatened existence of an emergency and the termination thereof; and

WHEREAS, the City of Watsonville local health emergency shall not remain in effect unless it has been ratified by the Santa Cruz County Board of Supervisors and the Watsonville City Council; and

WHEREAS, the Health Officer of the County of Santa Cruz has made the following findings:

1. That a severe acute respiratory illness caused by a novel coronavirus ("COVID-19") was first detected in Wuhan City, Hubei Province, People's Republic of China ("China"), in December 2019. The U.S. Centers for Disease Control and Prevention ("CDC") considers the virus to be a very serious public health threat, based on current information. In part, the virus is considered a serious public health threat

because much is unknown. The exact modes of transmission, the factors facilitating human-to-human transmission, the extent of asymptomatic viral shedding, the groups most at risk of serious illness, the attack rate, and the case fatality rate all remain active areas of investigation, but are poorly characterized at this time. The best information to date suggests that the virus is spread between people primarily via respiratory droplets produced when an infected person coughs or sneezes. Symptoms of the virus include fever, cough, and shortness of breath, and infected individuals have experienced a range of outcomes, from mild sickness to severe illness and death. The CDC believes at this time that symptoms appear two to fourteen days after exposure. Currently, there is no vaccine or specific antiviral treatment for COVID-19. Although the majority of individuals infected with COVID-19 recover from the disease without special treatment, approximately 1 in 6 may become seriously ill.

2. That the number of reported cases of COVID-19 has escalated dramatically over a short period of time and spread worldwide. To date, there are over 90,000 confirmed cases of COVID- 19 and over 3,000 deaths from COVID-19. Cases of COVID-19, though concentrated in China, have been reported on every continent except Antarctica. Transmission from asymptomatic individuals has been documented. Case numbers in the United States are increasing, including eight deaths. Community spread is occurring. Our neighboring county of Santa Clara is one of two areas of COVID-19 outbreak in the United States. Many residents of Santa Cruz County work in Santa Clara County and travel to and from that County on a daily basis. The World Health Organization has declared the outbreak to be a global health emergency. The U.S.

Department of Public Health and Human Services has declared a Public Health Emergency for the United States.

3. That actions are being taken to protect public health and limit the spread of COVID-19 in the United States. The CDC recommends that travelers avoid all nonessential travel to China and Iran, and the U.S. Department of State advises Americans not to travel to either of those countries. Effective February 2, 2020, all travelers returning to the United States who have been in Hubei province within the last 14 days are being quarantined; those returning from other provinces in China are being asked to self-quarantine with monitoring and follow up by local health departments. In addition, hundreds of passengers from the Diamond Princess Cruise ship have been flown to Travis Air Force Base for mandatory quarantine, with confirmed cases transferred to Bay Area hospitals.

4. That there have been two (2) confirmed COVID-19 cases in Santa Cruz County and public health staff have been busy monitoring case contacts and returning travelers. The Public Health Division of the Santa Cruz County Public Health Agency has been working diligently with federal, state, regional and local partners to ensure readiness to respond to COVID-19. The Santa Cruz County Health Services Agency is working with other Santa Cruz County departments as well as community partners to prepare for COVID-19 in Santa Cruz County; and

WHEREAS, the CDC has issued guidance to local and State health departments, including the County of Santa Cruz Health Services Agency, Public Health Division, concerning risk assessment and public health management of persons with potential exposure to COVID-19. These guidelines require the Health Services Agency to make

extraordinary efforts to monitor ongoing communicable disease threats and prepare for management of individuals who may have been exposed to COVID-19; and

WHEREAS, the Health Officer of the County of Santa Cruz has determined there is an imminent and proximate threat to public health from the introduction of COVID-19 in the County of Santa Cruz.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. A local health emergency exists in the City of Watsonville as of March 10th, 2020
2. The City Manager is directed to act as the City's Director of Emergency Services pursuant to § 4-2.03 of the Watsonville Municipal Code.
3. The City Clerk shall transmit this Resolution to the Santa Cruz County Board of Supervisors.
