

Board of Directors

Regular Meeting

04/14/22 at 6:00 p.m.

Santa Margarita Community Room
2 Civic Center Drive, Scotts Valley, California

Minutes

1. Convene

1.1. Call to Order and Roll Call

President Stiles called the meeting to order at 6:00 p.m. in the Santa Margarita Community Room. The meeting was conducted in a hybrid setting.

Directors

Bill Ekwall
Wade Leishman
Chris Perri
Danny Reber
Ruth Stiles

Staff

Bob Bosso, Legal Counsel (remote)
Piret Harmon, General Manager
Nick Kurns, Finance & Customer Service Manager
David McNair, Operations Manager
Donna Paul, Assistant to General Manager (remote)

Associate Directors

Noelle Downing
Annie Finch

Guests

Joe Serrano, Santa Cruz LAFCO (remote)
Georgina King, Montgomery & Associates (remote)

1.2. Pledge of Allegiance and Invocation

Director Reber led the pledge and Director Leishman the invocation.

1.3. Closed Session Report (none)

1.4. Additions/Deletions to the Agenda

The order of the presentations is being reversed.

1.5. Oral Communications

None.

2. Presentations

Joe Serrano, Santa Cruz LAFCO presented Annexation of Parcels within the Sphere of Influence and responded to Board questions.

Georgina King, Montgomery and Associates presented the Annual Groundwater Report for Water Year 2021.

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3. Administrative

3.1. Approval of Minutes – Regular Board Meeting 03/10/22

MOTION carried to approve the minutes of the 03/10/22 Board meeting by unanimous voice vote.

3.2. Committee and other Agency Meeting Reports

Engineering and Water Resources Committee 03/28/22

There was nothing further to add to the written report.

Finance & Personnel Committee 03/23/22

There was nothing further to add to the written report.

Executive & Public Affairs Committee 03/23/22

There was nothing further to add to the written report.

Santa Margarita Groundwater Agency (SMGWA) Board 03/24/22

Director Perri reported that the Board received a presentation of the annual groundwater report and discussed future staffing.

4. Consent

4.1. Service Application with Main Extension Agreement: Apple Homes Development, Inc. – The Encore, Scotts Valley Drive APNs 022-732-01 & 022-732-48

Recommendation: Approve the terms and authorize the General Manager to execute the Main Extension Agreement for the Encore at 4104 Scotts Valley Drive (APNs 022-732-01 & 48).

4.2. Potable Water Mains Replacement Project Change Order No. 1

Recommendation: Authorize the General Manager to execute Change Order No. 1 with Durden Construction, Inc. in the amount \$179,500 for the Sunset Terrace Water Main Replacement.

MOTION carried to approve the consent agenda by unanimous voice vote with Director Perri abstaining.

5. Public Hearings (none)

6. Business

6.1. Water Use Efficiency Program Think Twice 2022 Update and Rebate Program 2022 Update

General Manager Harmon and Finance and Customer Service Manager Kurns

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provided the staff report

MOTION carried to 1) Approve the Think Twice Program; and 2) Approve the Rebate Program by unanimous voice vote.

6.2. Budget Assumptions FY 2023

Finance and Customer Service Manager Kurns provided the staff report.

The Board received the information and briefly discussed assumptions for the fiscal year 2023 budget.

6.3. District Work Plan FY 2023

General Manager Harmon provided the staff report

MOTION carried to approve the updated management objectives and accept the FY 2023 Draft Work Plan by unanimous voice vote.

6.4. Records Retention Policy

MOTION carried to adopt resolution 04-22 establishing Policy P100-22-1 Records Retention by unanimous roll call vote.

7. Staff Reports

7.1. Legal

Legal Counsel Bosso reported on executive order No. N-7-22, new well legislation and reported that he has contacted the City again regarding recycled water.

7.2. Administrative

None.

7.3. Finance

Financial Reports 07/01/21 through 02/28/22

The financial reports were received without comment.

7.4. Operations

Operations Report - oral

Production, Demand and Rainfall Data through 03/31/22

Leak Adjustment Program Report 07/01/21 through 02/28/22

Operations Manager McNair reported on the potable water main replacement project, Orchard Run Water Treatment Plant improvements project and recent intertie planning sessions with Santa Cruz Water Department.

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8. Directors Reports

None.

9. Written Correspondence

California Department of Water Resources Notification Award Letter

ACWA News 03/18/22

Extraterritorial Service Agreement

Executive Order N-7-22

10. Community Relations

March Newsletters

11. Closed Session (none)

12. Report on Closed Session and Additional Items (none)

13. Future Items

Annexation of Parcels in SVWD Sphere of Influence

Think Twice: Water Use Efficiency Program

Rebates Program

Proposed Projects Budget FY 2023 - 2027

Draft Workplan FY 2023

Notice of Election

Meetings and Event Calendar

Board Meetings

05/12/22

06/09/22

07/14/22

Committee Meetings

04/28/22 Engineering & Water Resources

TBD Executive & Public Affairs

04/23/22 Finance & Personnel

Santa Margarita Groundwater Agency

Board Meeting 04/24/22

Association of California Water Agencies (ACWA) Events

2022 Spring Conference and Exhibition 05/03/22 – 05/06/22 Sacramento

14. Adjourn

The meeting adjourned at 8:00 p.m.

Approved:

DocuSigned by:



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Ruth Stiles, Board President

Attest:

DocuSigned by:



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Piret Harmon, Board Secretary