

Scotts Valley Water District  
Board of Directors  
**Regular Meeting**  
Santa Margarita Community Room  
2 Civic Center Drive, Scotts Valley, California  
**02/13/20 7:00 p.m.**  
**Minutes**

**1. Convene**

1.1 Call to Order and Roll Call

President Leishman called the meeting to order at 7:00 p.m. in the Santa Margarita Community Room, 2 Civic Center Drive, Scotts Valley, California.

Directors

Bill Ekwall  
Wade Leishman  
Chris Perri  
Ruth Stiles

Staff

Bob Bosso, Legal Counsel  
Piret Harmon, General Manager  
Nick Kurns, Finance and Customer Service Manager  
David McNair, Operations Manager  
Nick Wallace, Administrative Office Assistant

Absent

Danny Reber

Associate Directors

Noelle Downing  
Annie Finch

Audience

None

1.2 Pledge of Allegiance and Invocation

Director Ekwall led the pledge of allegiance; Director Perri provided the invocation.

1.3 Closed Session Report

None.

1.4 Additions/Deletions to the Agenda

None.

1.5 Oral Communications

None.

**2. Administrative**

2.1 Approval of Minutes

10/11/19 Special Board Meeting / Strategic Vision Planning Workshop  
12/12/19 Regular Board Meeting  
01/09/20 Regular Board Meeting

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MOTION carried to approve the minutes of the 10/11/19 Special Board Meeting/Strategic Vision Planning Workshop; 12/12/19 Regular Board Meeting; and the 01/09/20 Regular Board Meeting/Strategic Vision Planning Workshop by unanimous voice vote with Director Reber absent.

2.2 Committee and Other Agency Meeting Reports

Executive & Public Affairs Committee

None.

Finance & Personnel Committee 01/14/20

There was nothing further to add to the written report.

Interagency Committee

None.

Water Resources & Engineering Committee 01/20/20

There was nothing further to add to the written report.

Santa Margarita Groundwater Agency (SMGWA) Board 12/11/19 and 01/22/20

In addition to the written reports, Director Stiles reported that Director Perri was re-elected as Board Chair and that Lois Henry of SLVWD was re-elected as Vice Chair.

Director Perri reported on the general status of SMGWA grant awards, tentative plans for the funding and cooperation with other constituent agencies.

2.3 Committee Assignments

President Leishman announced the committee assignments.

The Board determined that Associate Directors may attend and be compensated for one committee meeting per month for the purpose of Board development and education. In addition, the Finance - Personnel and the Water Resources - Engineering Committee may authorize its Community Members to attend and be compensated for a meeting or event.

2.4 Presentations

District Projects Status Update FY2020 – David McNair, Operations Manager

Operations Manager McNair presented the District projects mid-year update and responded to questions from the Board. A copy of the presentation is posted on the District website [www.svwd.org](http://www.svwd.org).

Development Nexus with Water Management – Piret Harmon, General Manager

General Manager Harmon presented the development nexus with future water use

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and responded to questions from the Board. A copy of the presentation is posted on the District website [www.svwd.org](http://www.svwd.org).

**3. Consent**

3.1 Mission, Values, Vision and Strategic Goals

MOTION carried to approve the revisions to the District Mission, Values, Vision, and Strategic Goals statement by unanimous voice vote with Director Reber absent.

**4. Public Hearings**

None.

**5. Business**

5.1. Strategic Vision Planning: SWOT Analysis and Priorities

General Manager Harmon reported on updated strategic goals priorities resulting from the October and January Strategic Planning Sessions and responded to questions from the Board.

The Board reviewed and provided comments on the SWOT analysis and the prioritization of the District's proposed strategic goals.

5.2 Employee Handbook

General Manager Harmon provided the staff report and responded to questions from the Board and Staff.

MOTION carried to approve the revisions to the Mission, Values, Vision and Strategic Goals; Worker's Compensation; and Paid Family Leave sections of the Scotts Valley Water District Employee Handbook by unanimous voice vote with Director Reber absent.

5.3 Cash Reserves Policy and Investments Policy

General Manager Harmon provided the staff report and responded to questions from the Board.

MOTION carried to update policy P200-17-2 Cash Reserves by unanimous voice vote with Director Reber absent.

MOTION carried to adopt Resolution No. 01-20 revising Policy P200-14-1 by unanimous roll call vote with Director Reber absent.

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**6. Staff Reports**

6.1 Legal

District Counsel Bosso reported on inquiries regarding and clarifications of SB 998 requirements.

6.2 Administration

The General Manager's report is appended.

6.3 Finance

Financial Reports 07/01/19 through 12/31/19

The financial reports were received without comment.

6.4 Operations

Operations Report

Operations Manager McNair reported that he will be doing a system tour for our new Associate Board and Committee members; the tertiary plant has been down for 2 weeks, the hydraulic modeling project and systemwide masterplan is moving along, and Engineering Technician Brody Knutson attend a week long class on operating the hydraulic model.

Production, Demand and Rainfall Reports through 01/31/20

The production, demand and rainfall reports were received without comment.

Leak Adjustment Program Report 07/01/19 through 12/31/19

The leak adjument program report was received without comment.

Development Project Status Report through 12/31/19

The report was received without comment.

**7. Directors Reports**

Individual Directors Reports

Director Stiles reported on an upcoming webinar.

Director Perri announced that he will attend San Lorenzo Valley Water District's Probation tank opening ceremony.

**8. Written Correspondence**

Letter of Support City of Santa Cruz Grant Application for CA Resilience Challenge: SVWD 01/20/20

Water Resources Management Status Report 2019: Santa Cruz County 01/20/20

Green Business Certification: County of Santa Cruz 12/03/19

ACWA Groundwater Committee Meeting Notes: Montgomery & Associates 12/03/19

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The written communications were accepted without comment.

**9. Community Relations**

Save Money and Water: The Scotts Valley i-Meter: Press Banner 12/27/19  
Newsletter Scotts Valley Water District 01/29/20

The community relations items were accepted without comment.

**10. Closed Session**

None.

**11. Report on Closed Session and Additional Business**

None.

**12. Future Items**

Annual Groundwater Report (March)  
Audited Annual Financial Report for Fiscal Year Ended 06/30/19 (March)  
Communications and Community Outreach Program Mid-Year Update (March)

**13. Meetings and Event Calendar**

Regular Board Meetings  
*Santa Margarita Community Room*  
03/13/20  
04/09/20  
05/14/20

Committee Meetings  
*District Conference Room*  
02/24/20 Executive & Public Affairs  
02/25/20 Finance & Personnel  
02/24/20 Water Resources & Engineering  
03/05/20 Interagency

**Santa Margarita Groundwater Agency Board**

Regular Board Meetings  
*Scotts Valley City Council Chamber*  
02/27/20  
03/26/20  
04/23/20

**Association of California Water Agencies (ACWA) Events**

05/05 - 05/08/20 ACWA Spring Conference, Monterey  
12/01/20 – 12/04/20 Fall Conference, Indian Wells

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**Conferences/Trainings/Workshops/Webinars**

03/15/20 – 03/17/20 WaterReuse Annual Conference, San Francisco

06/10-20 – 06/11/20 3rd Annual Groundwater Sustainability Agencies Summit, Sacramento


**14. Adjourn Meeting**

The meeting adjourned at 8:56 p.m.

Approved:

Attest:

DocuSigned by:  
  
358F5B000895421...  
Wade Leishman, Board President

DocuSigned by:  
  
1C236EFP40B44D1...  
Piret Harmon, Board Secretary

## **STAFF REPORT – General Items**

Scotts Valley Water District

**Date:** February 13, 2020

**To:** Board of Directors

**From:** General Manager

1. Scotts Valley Water District joined other WaterReuse member agencies requesting Senator Feinstein and Congressman Calvert's assistance in securing at least \$50 million for Title XVI-WIIN (Water Infrastructure Improvements for the Nation) program in FY 2021. Title XVI is the only active federal program with a focus on water recycling the Western US. Since 1992 53 projects have been authorized by Congress under Title XVI and an estimated 431,000 acre-feet of water was recycled through Title XVI projects in 2018.
2. I attended ACWA Business Development Committee meeting in Sacramento yesterday. The committee's purpose is to support ACWA mission and vision by generating and sustaining non-dues revenue. Among other ideas the committee is considering Agency Certificate of Excellence (ACE) program.
3. Contract updates (>\$25,000)
  - a. Kennedy Jenks Consultants \$41,400 amendment to agreement for additional engineering services related to the changes in the scope of design and remobilization for Orchard Run Water Treatment Plant Improvements project.
  - b. Kennedy Jenks Consultants \$30,000 to provide engineering and planning services to support an evaluation of alternatives for continued and expanded use of recycled water.
  - c. Kennedy Jenks Consultants \$49,600 to develop a conceptual system to treat water from a future New Formation Well and investigate the feasibility of constructing the new well and treatment system at two alternative sites.
4. SLVWD Board of Directors has proposed a joint dinner with SVWD. Possible date – March 11, 2020.