

Scotts Valley Water District  
Board of Directors  
**Regular Meeting**  
**08/13/20 5:00 p.m.**  
**Minutes**

The Board of Directors meeting on 8/13/20 was conducted exclusively in a remote access format in compliance with Executive Order N-29-20.

**1. Convene**

1.1. Call to Order and Roll Call

President Leishman called the meeting to order at 5:02 p.m.

Directors

Bill Ekwall  
Wade Leishman  
Chris Perri  
Danny Reber  
Ruth Stiles

Staff

Bob Bosso, Legal Counsel  
Piret Harmon, General Manager  
David McNair, Operations Manager  
Donna Paul, Assistant to General Manager  
LeAnne Ravinale, Water Use Efficiency Coordinator

Associate Directors

Noelle Downing  
Annie Finch (absent)

Guests

Catherine D'Adamo

1.2. Pledge of Allegiance and Invocation

Director Perri led the pledge of allegiance and Director Reber provided the invocation.

1.3. Closed Session Report

None.

1.4. Additions/Deletions to the Agenda

The agenda was amended to modify 11.1 to Closed Session Report and 11.2 Employment Agreement with General Manager.

1.5. Oral Communications

None.

**2. Administrative**

2.1. Approval of Minutes

MOTION carried to approve the minutes of the 07/09/20 Regular Board Meeting by unanimous roll call vote.

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2.2. Committee and other Agency Meeting Reports

Executive & Public Affairs Committee 07/27/20

There was nothing further to add to the written report.

Finance & Personnel Committee 07/21/20

There was nothing further to add to the written report.

Water Resources & Engineering Committee 07/20/20

There was nothing further to add to the written report.

Interagency Committee

None.

Santa Margarita Groundwater Agency (SMGWA) Board – 06/25/20 and 07/23/20

In addition to the written report, Director Perri added that regarding the surface water interaction with the aquifer, the aquifer that the District pumps from is a relatively small contributor to the baseflow (15%). Director Stiles added that the Board will be holding a five hour or two 3 hours meeting in order to stay on schedule.

2.3. Presentations

None.

**3. Consent**

None.

**4. Public Hearings**

None.

**5. Business**

5.1. Leak Adjustment Appeal 174 Oak Creek Blvd

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

Catharine D'Amato made oral comments.

MOTION carried to deny the leak adjustment for 174 Oak Creek Blvd and direct staff to work with the customer to develop a payment plan by unanimous roll call vote.

5.2. Hacienda Pump Station Improvements Contract Award

At 5:37 p.m., Director Stiles recused herself from acting on this item by turning off her microphone and webcam.

MOTION carried to award the contract and authorize the General Manager to execute all related documents with William A. Thayer Construction, Inc. in the amount of \$152,767

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for the Hacienda Pump Station Improvements project by unanimous roll call vote with Director Stiles absent.

At 5:44 p.m., Director Stiles rejoined the meeting.

5.3. Board Best Practices

MOTION carried to approve the Board Best Practices, July 2020 revision by unanimous roll call vote.

5.4. Compensation Adjustment for Exempt Classifications

MOTION carried to approve the compensation adjustments for Finance and Customer Service Manager, Operations Manager and Assistant to General Manager classifications by unanimous roll call vote.

**6. Staff Reports**

6.1. Legal

District Counsel Bosso reported that the Supreme Court ruled on the Wilde vs. Dunsmuir case that water rates may be challenged but are not subject to a referendum.

6.2. Administrative

The General Managers report is appended to the minutes.

6.3. Finance

The Financial Reports 07/01/19 through 06/30/20 Preliminary were accepted without comment.

6.4. Operations

Operations Manager McNair reported on the Sequoia Tank, Orchard Run Water Treatment Plant Improvements, Hacienda Pump Station Improvements, and the Bethany Tank Rehabilitation.

The Production, Demand and Rainfall Data through 07/31/20 were accepted without comment.

The Leak Adjustment Program Report 07/01/19 through 06/30/20 was accepted without comment.

**7. Directors Reports**

Director Perri reported on attending the ACWA-JPIA and ACWA virtual conferences.

Director Stiles reported on a webinar attended on bad behavior at Board Meetings.

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President Leishman asked that Directors reach out to Associate Directors and Community Committee Members individually and ask for feedback about the program.

**8. Written Correspondence**

SVWD COVID-19 Social Distancing, Sanitation and Safety Protocols Revised July 2020  
Grant Award: ACWA JPIA 2020 Wellness Grant

The written correspondence was accepted without comment.

**9. Community Relations**

Newsletter, Scotts Valley Water District 07/15/20  
How COVID-19 Has, and Is Affecting Business, Scotts Valley Times, July 2020

The written correspondence was accepted without comment.

At 6:32 p.m., President Leishman recessed the open session and announced the closed session item.

**10. Closed Session**

10.1. Pursuant to Government Code Section §54957  
Public Employee Performance Evaluation  
Title: General Manager

At 6:43 p.m., closed session was convened with Directors Ekwall, Leishman, Perri, Reber, Stiles, Legal Counsel Bosso and General Manager Harmon present.

At 7:32 p.m., closed session was adjourned.

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

At 7:35 p.m., open session reconvened.

11.1. Report on Closed Session

Legal Counsel Bosso reported that the Board conducted a performance evaluation of the General Manager and that no action was taken.

11.2 Employment Agreement with General Manager

General Manager Harmon reported that she is requesting a two-year contract.

The Board discussed a salary increase for the General Manager and by consensus, to approve two year contract with a CPI increase of 3.15% per year and a lump sum bonus pay of 2% per year contributed to the 457 plan.

MOTION carried to approve the employment agreement with General Manager effective

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8/11/20 by unanimous voice vote.

**12. Future Items**

**13. Meetings and Event Calendar**

Regular Board Meetings

09/10/20

10/08/20

11/12/20

Committee Meetings

08/17/20 Executive & Public Affairs

08/18/20 Finance & Personnel

08/17/20 Water Resources & Engineering

09/03/20 Interagency

**Santa Margarita Groundwater Agency Board**

Regular Board Meetings

08/27/20

09/23/20

10/22/20

**Event Calendar**

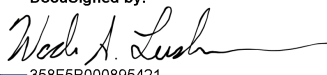
12/01/20 – 12/04/20 ACWA Fall Conference

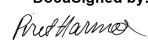
**14. Adjourn**

The next regular meeting of the Scotts Valley Board of Directors is scheduled for 09/10/20.

Approved:

Attest:

DocuSigned by:  
  
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\_\_\_\_\_  
Wade Leishman,  
Board President

DocuSigned by:  
  
1C236EEF40B44D1  
\_\_\_\_\_  
Piret Harmon  
General Manager

## STAFF REPORT – General Items

Scotts Valley Water District

**Date:** August 13, 2020

**To:** Board of Directors

**From:** General Manager

1. COVID-19 Impact and Recovery Update:

- Accounts currently on payment plans: 8 (includes 1 Covid-19 Payment Plan which extends past the current billing period) – down from 13 a month ago.
- Delinquent accounts (as of Friday 8/7)

|                          |  |
|--------------------------|--|
| June bills: 184 accounts | Balance: \$47,487 (19 days delinquent) |
| April bills: 47 accounts | Balance: \$8,231 (78 days delinquent)  |
| Feb bills: 24 accounts   | Balance: \$4,316 (140 days delinquent) |

2. Emergency Intertie with SLVWD was activated for almost 2 weeks in June. We received about 3 million gallons with a price tag of \$45,548.39. Pursuant to the Interagency Emergency Intertie Agreement, the water provide via the intertie is billed at a flat rate or comparable commercial/industrial rate in effect on the date of the furnishing of water, not including a readiness to serve charge. This does not appropriately reflect the true cost of service and the agreement should be revisited for possible amendments.

3. Approach for Urban Water Management Plan 2020 Update: staff is considering a joint UWMP with San Lorenzo Valley Water District.

4. Process for Rate Study: staff is evaluating RFP vs sole source approach, timing of the study and subsequent rate changes, public engagement methods and ideas.

5. In July the final draft of 2020 Water Resilience Portfolio was released. The portfolio was developed in response to Governor Newsom’s Executive Order (N-10-19), which calls for a comprehensive strategy to build a climate-resilient water system in California for the 21<sup>st</sup> century. Below is a short summary of the 32 recommendations put forth in the final Water Resilience Portfolio as compiled by the Pacific Institute ([pacinst.org](http://pacinst.org)). The full document can be found at [waterresilience.ca.gov](http://waterresilience.ca.gov).

The Portfolio is divided into four broad approaches: maintain and diversify water supplies; protect and enhance natural systems; build connections; and be prepared. Under each approach, recommendations and actions for achieving those recommendations are provided. A final section outlines a plan for executing the Portfolio.

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Maintain and Diversify Water Supplies

1. Help local water agencies achieve reliable access to safe and affordable water.
2. Drive greater efficiency of water use in all sectors.
3. Help regions secure groundwater supplies by supporting the transition to sustainable use.
4. Support local and regional agencies to recycle or reuse at least 2.5 million acre-feet a year in the next decade.
5. Support cities and counties to make stormwater capture a growing share of their supply.
6. Consider use of desalination technology where it is cost effective and environmentally appropriate.
7. Expand smart surface water storage where it can benefit water supply and the environment.

Protect and Enhance Natural Systems

8. Protect and restore water quality by driving pollution reduction from a range of sources.
9. Help regions better protect fish and wildlife by quantifying the timing, quality, and volume of flows they need.
10. Reconnect aquatic habitat to help fish and wildlife endure drought and adapt to climate change.
11. Support the expansion of wetlands, including mountain meadows, to create habitat, filter runoff, buffer floods, and recharge groundwater.
12. Curb invasive species altering California waterways.
13. Align and improve permitting to help launch and incentivize more restoration, multi-benefit, and multi-partner projects.
14. Upgrade and maintain state wildlife refuges, hatcheries, and restoration
15. Encourage investment in upper watersheds to protect water quality and supply.
16. Improve soil health and conservation practices on California farms and ranches.
17. Minimize air pollution and restore habitat at the Salton Sea.
18. Help protect the economic and ecological vitality of the Sacramento-San Joaquin Delta.

Build Connections

19. Modernize inter-regional conveyance to help regions capture, store, and move water.

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20. Support groups and leaders in each of the state's regions to develop and execute integrated resilience strategies.
21. Ease movement of water across the state by simplifying water transfers.
22. Modernize water data systems to inform real-time water management decisions and long-term planning.
23. Coordinate science crucial to water management.
24. Foster innovation and technology adoption across all water sectors.

Be Prepared

25. Help regions prepare for new flood patterns.
26. Help regions prepare for inevitable drought.
27. Improve the ability of regions to anticipate weather and climate changes.

Executing This Portfolio

28. Institutionalize better coordination across state agencies.
29. Partner with key non-state partners to improve coordination and alignment.
30. Unify to pursue federal funding and cooperation.
31. Actively integrate water resilience portfolio actions in other Administration efforts to build climate resilience.
32. Track and report publicly on progress toward implementing the water resilience portfolio.