President Daniels called the regular meeting to order at 6:03 pm at the Capitola City Council Chambers.

1. **CALL TO ORDER AND ROLL CALL**
   **Board Members Present:**
   Dr. Bruce Daniels, President  
   Rachél Lather, Vice-President – *Participated via conference call*  
   Carla Christensen  
   Dr. Bruce Jaffe  
   Dr. Thomas LaHue

   **District Counsel**  
   Joshua Nelson, District Counsel

   **Staff Members Present:**
   Ron Duncan, General Manager  
   Shelley Flock, Conservation and Customer Service Field Manager  
   Taj Dufour, Engineering Manager  
   Leslie Strohm, Finance Manager  
   Traci Hart, Human Resources Manager  
   Melanie Mow Schumacher, Special Projects-Communications Manager  
   Emma Olin, Executive Assistant/Board Clerk

   **Staff Members Absent:**
   Christine Mead, Operations & Maintenance Manager

   **Others Present:**
   6 members of the public  
   Ron Ablin, Brown & Caldwell  
   Bill Williams, Matt Roberts, Sean Summers, Garney Pacific, Inc.  
   Dennis Sanchez, Kennedy/Jenks Consultants, Inc.

2. **PUBLIC HEARING** - None

3. **ANNOUNCEMENT BY BOARD MEMBERS OF ITEMS REMOVED FROM CONSENT AGENDA**

   Director Christensen requested that Item 4.1, Approval of Minutes, be removed from the Consent Agenda for discussion. President Daniels removed Item 4.1 for discussion and confirmed that this item will be considered at the end of Administrative Business.
CONSENT AGENDA

MOTION: Director LaHue; Second: Director Christensen; To approve Consent Agenda Items 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.8, 4.9, 4.10 and 4.11. Motion passed by unanimous roll call vote.

Two public comments were heard.

President Daniels and Mr. Dufour responded to public comment.

4.1 Approval of Minutes
   4.1.1 February 3, 2020 – Regular Meeting Minutes
   Action: Removed from Consent; Discussed at the end of Administrative Business

4.2 General Manager Purchase Order Approval
   Action: Approved

4.3 January Warrants
   Action: Approved

4.4 Production Reports
   Action: Approved

4.5 Management Update
   Action: Approved

4.6 Finance and Administrative Services Committee Meeting Summary
   Action: Approved

4.7 Public Outreach Committee Meeting Summary
   Action: Approved

4.8 Water Resources Management and Infrastructure Committee Meeting Summary
   Action: Approved

4.9 Overview of the District’s Emergency Response Plan and the America’s Water Infrastructure Act, and Authorize Request for Proposals for Risk and Resilience Assessment and Emergency Response Plan Revision/Preparation
   Action: Approved

4.10 Alta Drive Trench Pavement Repair Project, CWO 20-0121, Adopt Plans and Specifications, Call for Bids
   Action: Approved

4.11 Approve Modifications to the Spring 2020 Board Meeting Schedule
   Action: Approved

5. ORAL AND WRITTEN COMMUNICATIONS (items not on the Agenda)

Written communications addressed to the Board are available online.

One public comment was heard.
Mr. Duncan discussed the agenda procedure modifications (approved at the February 4th Board Meeting). He stated the agenda has been updated to include additional information about meeting process to inform the public and help guide meetings. President Daniels noted that the procedure modifications align with the County of Santa Cruz’s and City of Santa Cruz’s practices. Director Christensen stated that the goal of these modifications is to enhance the public comment process at meetings, and the Board will perform a 3-month evaluation.

6. **REPORTS** – None

7. **ADMINISTRATIVE BUSINESS**

7.1 Conditional and Unconditional Will Serve Letters

7.1.1 Conditional Will Serve for Minor Land Division with Two Resulting Parcels, Each Parcel with One Duplex and One New Construction ADU at 2901 Center St., Soquel. APN 030-161-04 (Starn)

Mr. Dufour confirmed that the proposed development will create two new duplexes and two new accessory dwelling units (for a total of 6 new living units).

**MOTION:** Director LaHue; Second: Director Christensen; To authorize the District's standard conditional will serve letter indicating the District will serve the proposed 2-lot minor land division resulting in two duplexes and two 800 square foot ADU’s at 2901 Center St. in Soquel (APN 030-161-04). By roll call vote, Directors Lather, LaHue, Jaffe and Christensen voted in favor of the motion, President Daniels voted NO. Motion passed (4:1).

7.2 Adopt Resolution 20-06 Authorizing Reimbursement from the Proceeds of Tax-Exempt Obligations

Ms. Strohm presented Resolution 20-06 for consideration. She stated that this resolution authorizes the reimbursement of prior expenditures from the proceeds of tax-exempt obligations.

One public comment was heard.

**MOTION:** Director LaHue; Second: Director Jaffe; To adopt Resolution 20-06 authorizing the reimbursement of prior expenditures from the proceeds of tax-exempt obligations. Motion passed by unanimous roll call vote.

7.3 Approve the Wording and Terms Regarding the Purchase Sale Agreement and Authorize Exercising Purchase Option to Purchase Real Property at 2505 Chanticleer Avenue, Santa Cruz, CA - APN 029-013-54

Mr. Duncan stated that the Board authorized the District to sign an agreement for an option to purchase property at 2505 Chanticleer Avenue, Santa Cruz, on May 7, 2019. He explained that Item 7.3 is presented for the Board to consider exercising the purchase option for the subject property.

One public comment was heard.

Director LaHue responded to public comment.

**MOTION:** Director LaHue; Second: President Daniels; To approve the wording and terms in the Purchase and Sale Agreement and with additional minor (not material) modifications if needed. Motion passed by unanimous roll call vote.
MOTION: Director LaHue; Second: President Daniels; To direct the authorized District representative (i.e. the Board President) to sign the Purchase and Sale Agreement to Purchase Real Property for APN 029-013-54. Motion passed by unanimous roll call vote.

MOTION: Director LaHue; Second: President Daniels; To direct staff to move forward with the associated actions to purchase the Real Property for APN 029-013-54. Motion passed by unanimous roll call vote.

7.4 Authorize Entering into a Design Build Agreement for Progressive Design Build Services for the Conveyance Infrastructure Project of the Pure Water Soquel Program, Phase 1 Cost and Scope of Work

Ms. Mow Schumacher and Mr. Dufour reviewed Item 7.4 (presentation available online).

Ms. Mow Schumacher provided an overview of the District’s Pure Water Soquel (PWS) Program, which will prevent further seawater intrusion and develop an affordable, reliable, and drought-resistant supplemental water supply. She reviewed the PWS Program’s three primary components:
1. Advanced Water Purification Treatment Project
2. Conveyance Infrastructure Project
3. Seawater Intrusion Prevention (SWIP) Recharge Wells Project

Ms. Mow Schumacher stated that Item 7.4 is presented to the Board to request authorization to enter into a design build agreement with Garney Pacific, Inc. (Garney), for progressive design build services for Phase 1 (design and preconstruction phase) of the Conveyance Infrastructure Project. She noted that Kennedy/Jenks Consultants, Inc. (KJ) will serve as a sub-consultant to Garney.

Mr. Dufour discussed the project locations, pipeline route and the anticipated timeline.

Ms. Mow Schumacher reviewed the procurement and selection process used to recommend the design build team (Garney and KJ). Mr. Dufour introduced the proposed team members, who are present at tonight’s meeting.

Mr. Dufour stated that the design build team will develop its price for the construction services to be provided during Phase 2 of the Conveyance Infrastructure Project, and the Guaranteed Price is anticipated in October 2020. He noted that the agreement includes an 8% mark up (4% overhead + 4% profit), and “open book” accounting will be utilized.

Ms. Mow Schumacher stated that the cost for Phase 1 of the Conveyance Infrastructure Project is an amount not to exceed $5,058,583. This is included in the Fiscal Year 2019/2020 Budget. She noted that the District has received preliminary award for a $50M grant through the Prop 1 Groundwater Program which will provide funding assistance for the Conveyance Infrastructure Project.

Director LaHue expressed support for the progressive design build process, emphasizing that this approach allows for input as the project moves forward. Mr. Duncan agreed, noting that the City of Santa Cruz may move forward with the design build approach for upcoming projects.

In response to several Board questions, Mr. Dufour highlighted the following:
- Brown and Caldwell performed an independent cost analysis to validate the cost estimate provided by the design build team;
- Segment 1 of the pipeline (between the City of Santa Cruz Waste Water Treatment Facility and the Chanticleer Advanced Water Purification Facility) is expected to be operational by July 1, 2022;
- The design build team is prepared for nighttime work and may employ trenchless construction methods to help reduce impacts.
Director Jaffe encouraged the design build team to plan and phase the pipeline work to reduce impacts on schools and traffic. Director LaHue agreed, and he emphasized the importance of outreach throughout the pipeline work.

Director Christensen recognized the importance and scale of the Conveyance Infrastructure Project, and she stated that the District is designed to carry out projects like these (e.g. the pipeline work).

President Daniels discussed climate change impacts and how PWS may increase in scale in the future. He discussed the feasibility of adding pipeline for purified water along with the Soquel Drive Cast Iron Main Replacement Project. Mr. Duncan suggested that the Engineering Department schedule a meeting with President Daniels to discuss further.

One public comment was heard.

Mr. Duncan responded to public comment.

MOTION: Director LaHue; Second: Director Christensen; To adopt Resolution 20-07 authorizing the award of the Design Build Agreement to Garney Pacific, Inc. for design and construction services for the Conveyance Infrastructure Project of the Pure Water Soquel Program; and authorize execution of the agreement by the Board President or the General Manager, and authorize the General Manager to sign a purchase order in the amount not to exceed $5,058,583 for Phase 1 services. Motion passed by unanimous roll call vote.

MOTION: Director LaHue; Second: Director Christensen; To adopt Resolution 20-08 to approve the findings and consider the Conveyance Infrastructure Project of the Pure Water Soquel Program "substantially complex," and authorize a retention amount for progress payments during Phase 2 of ten (10%). Motion passed by unanimous roll call vote.

7.5 Approve District Staffing and Reorganization Recommendation for the Special Projects/Communications Department

Ms. Hart reviewed Item 7.5, explaining that this item is presented to the Board to consider the following modifications to the Special Projects-Communications department:

1. Public Outreach Coordinator & Communications Program Specialist
   Staff recommends administrative changes to both classifications and a corresponding change in pay grade to the Communications Program Specialist position. Ms. Hart explained that this creates a sound and logical "job family" structure for these positions.

2. Special Projects/Communications Manager
   Staff recommends moving the Special Projects and Communications Manager classification to the same salary band as the Engineering Manager/Chief Engineer position. Ms. Hart explained that these positions perform substantially similar work (similar in skill, effort, and responsibility), and the recommendation ensures compliance with the State's Equal Pay Act.

There was consensus among the Board to authorize the proposed changes to the Special Projects/Communications Department. The Board expressed appreciation for Ms. Mow Schumacher's dedication and hard work, emphasizing that this reorganization is well deserved.

MOTION: Director Jaffe; Second: Director Lather; To approve the changes to the Public Outreach Coordinator and Communications Specialist job descriptions and the corresponding pay grade change to the Communications Specialist. Motion passed by unanimous roll call vote.
MOTION: Director Jaffe; Second: Director Lather; To approve the salary pay grade change for the Special Projects and Communications Manager. Motion passed by unanimous roll call vote.

4. CONSENT AGENDA - ITEMS REMOVED FOR DISCUSSION

4.1 Approval of Minutes

4.1.1 February 3, 2020 – Regular Meeting Minutes

Director LaHue stated that he will abstain from voting on Item 4.1, as he did not attend the February 4th Board Meeting.

Director Christensen discussed the Association of California Water Agencies (ACWA) Joint Powers Insurance Authority (JPIA) meeting, noting that the meeting is held the Monday before the regular ACWA conference.

President Daniels added that the committee meetings (e.g. the Groundwater Committee) are typically held on the Tuesday before the regular ACWA conference.

MOTION: Director Christensen; Second: Director Jaffe: To Approve Item 3.1: Approval of Minutes. Motion passed by unanimous roll call vote.

8. CLOSED SESSION

7.1 Conference with Legal Counsel – Existing Litigation Pursuant to Government Code section §54956.9(d)(1)
Santa Cruz County Superior Court Case No. 19 CV00181; CA Sixth District Court of Appeals Case No. 19AP00031
(Steinbruner vs. Soquel Creek Water District et al.)

7.2 Closed Session Pursuant to California Government Code Section 54957(b)
Personnel Session to Evaluate Performance of General Manager

At 7:04 pm, President Daniels announced that the Board will meet in closed session to discuss Item 7.1 and 7.2.

One public comment was heard prior to the start of closed session.

President Daniels responded to public comment.

CONVENE TO CLOSED SESSION – 7:07 pm

RETURN TO OPEN SESSION – 7:35 pm

President Daniels adjourned the closed session and returned to open session at 7:35 pm.

President Daniels reported that the Board discussed Item 7.1 and 7.2 in closed session. No action was taken.

9. ADJOURNMENT

President Daniels adjourned the meeting at 7:35 pm.
SUBMITTED:

Emma Olin, Board Clerk

APPROVED:

Dr. Bruce Daniels, President