

First Congregational Church of Santa Cruz
Fellowship Hall
900 High St.
Santa Cruz, California 95060



WATER SUPPLY ADVISORY COMMITTEE (WSAC) AGENDA

Regular Meeting

May 29, - May 30, 2014

ACTION Agenda prepared June 5, 2014 with action taken in bold type.

5:30 P.M. **REGULAR MEETING - SESSION ONE (MAY 29): FELLOWSHIP HALL**

2:00 P.M. **REGULAR MEETING - SESSION TWO (MAY 30): FELLOWSHIP HALL**

Statements of Disqualification: Section 607 of the City Charter states that "...All members present at any meeting must vote unless disqualified, in which case the disqualification shall be publicly declared and a record thereof made."

The City of Santa Cruz has adopted a Conflict of Interest Code, and Section 8 of that Code states that no person shall make or participate in a governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect distinguishable from its effect on the public generally.

General Business: Any document related to an agenda item for the General Business of this meeting distributed to the WSAC less than 72 hours before this meeting is available for inspection at the Water Administration Office, 212 Locust Street, Suite A, Santa Cruz, California. These documents will also be available for review at the WSAC meeting with the display copy at the rear of the Council Chambers.

Appeals: Any person who believes that a final action of this advisory body has been taken in error may appeal that decision to the City Council. Appeals must be in writing, setting forth the nature of the action, the basis upon which the action is considered to be in error, and addressed to the City Council in care of the City Clerk Administrator.

Other - Appeals must be received by the City Clerk Administrator within ten (10) calendar days following the date of the action from which such appeal is being taken. An appeal must be accompanied by a fifty dollar (\$50) filing fee.

City Councilmember Attendance: Four or more members of the City Council may be in attendance at this meeting.

The City of Santa Cruz does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities we ask that you attend fragrance free. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the City Clerk's Department at 420-5030 at least five days in advance so that we can arrange for such special assistance, or email CityClerk@cityofsantacruz.com. The Cal-Relay system number: 1-800-735-2922.

Water Supply Advisory Committee

May 29, 2014 - 5:30 PM

SESSION ONE

Call to Order - Co-Facilitator Carie Fox called the meeting to order at 5:32 p.m.

Roll Call - Committee Members Present: Keutmann, Jacobson, Beckmann, Pepping, Holt, Rotkin, Slatter, Stanojevic, Engfer, Menard, Longinotti, Mesiti-Miller, Stearns and Baskin. Committee Member Tardy: Mansergh.

Public Comment

Four members of the public spoke on matters related to the Committee's Charter, agenda and presentations.

Presentations

1. Processes for Consultant Selection Presentation

The Water Department Deputy Director/Engineering Manager described the processes used by the City of Santa Cruz to select and manage consultants. During this description, the City's history with Stratus was discussed.

2. Tools for Consultant Selection Presentation

The Director of the Water Department described contracting tools and leverage points in regards to the consultant selection process.

Committee Member Update

Committee members participated in a discussion regarding news and events relevant to the Water Supply Committee. The Water Commission meeting scheduled for Monday June 9, 2014 was highlighted.

Materials Resulting From Previous Meeting

1. Approval of Meeting 1 Action Agenda

Co-Facilitator Nicholas Dewar led the review and approval of the Action Agenda for the WSAC's first meeting. By consensus, the Committee approved the Action Agenda for the WSAC meeting April 30 - May 2, 2014.

2. Approval of Meeting 1 Summary

Co-Facilitator Nicholas Dewar led the review and approval of the Summary for the WSAC's first meeting. **By consensus, the Committee approved the Summary for the WSAC meeting April 30 - May 2, 2014.**

Calendar Through April 2015

Co-Facilitator Nicholas Dewar guided the Committee Members in a discussion regarding the Committee's calendar through April 2015. **By consensus, the Committee approved extending meeting times. Evening meetings will run from 5:00 p.m. to 9:30 p.m. Afternoon meetings will run from 2:00 p.m. to 6:00 p.m.**

Charter Subcommittee Recommendations

Co-Facilitator Nicholas Dewar guided the Committee Members in a discussion of the Committee Charter including the recommendations of the Charter Subcommittee. **By consensus, the Committee made the following changes to the Charter:**

In Article I, the language "future risks" will replace the language "future threats." In Article I, the term "affordable" will be inserted after the language "...safe, adequate, reliable..." The term "strategy" was struck from Article I, which now states: "...and develop recommendations for..." City Attorney John Barisone will be asked to review the Charter. Article XI "Managing Expert Input" will be removed entirely.

Public Comment

Two members of the public spoke on matters relating to the public comment section.

Recon Overview

Co-Facilitator Carie Fox guided the Committee in a discussion of the Recon Overview.

Written Review and Wrap Up

Co-Facilitator Carie Fox guided the Committee Members in a discussion to identify any incomplete issues that need to be carried to the next session.

Adjournment - At 8:45 p.m. the Water Supply Advisory Committee adjourned from its first session on May 29, 2014 of the second regular meeting to its second session on May 30, 2014 at 2:00 p.m. in the Fellowship Hall, at the First Congregational Church of Santa Cruz.

Water Supply Advisory Committee

May 30, 2014 - 2:00 PM

SESSION TWO

Call to Order - Facilitator Fox called the meeting to order at 2:01 p.m.

Roll Call - Committee Members Present: Menard, Mansergh, Beckmann, Baskin, Keutmann, Longinotti, Holt, Slatter, Engfer, Rotkin, Mesiti-Miller, Stanojevic, Jacobson and Pepping. Committee Member Tardy: Stearns.

Public Comment

Two members of the public spoke on matters relating to the Committee's schedule and contractor neutrality.

Criteria for Expert Selection

Co-Facilitator Carie-Fox guided the Committee in a discussion of the criteria to be used during the expert selection process.

The Committee agreed by consensus, with one member standing aside, to recommend to the City Council that the City's contract with Stratus be approved. Stratus will act as a general contractor to provide technical support for the short term, with these conditions:

- The Committee will be actively engaged with the City and contractor in a partnership approach:
 - Stratus will only engage subcontractors after discussion with the Committee.
 - Scoping of tasks will be developed together.
 - Refinement of the consultant task will occur iteratively and together.
- The Committee will have an Independent Review Panel that will either be approved by City Council and funded by the City, or will be made up of volunteers.
- The Committee may request the termination of the Stratus contract at any time.
- The Stratus contract terminates at the end of Recon unless the Committee requests that they continue. (Recon is expected to end in late November).

The City and the Committee agreed, by consensus, to work with the Committee, starting in the August Committee meeting, to initiate an

alternative contracting process for a general contractor to be in place after Recon is over if needed.

- This contracting process will be suspended if the Committee agrees to continue with Stratus after Recon is over (see above).
- If the Committee does not agree to use Stratus after Recon, or, in the alternative, if the Committee decides at any time that they do not wish to continue to use Stratus, the City will proceed with the alternative contracting process.
- Anyone who is hired to provide technical assistance to the Committee shall reveal their trade organization relationships and lobbying practices relevant to WSAC projects.

Independent Review Panel

Co-Facilitator Nicholas Dewar guided the Committee Members in a discussion of the Independent Review Panel. By consensus, the Committee agreed to include the language “unbiased towards a particular outcome” in the Independent Review Panel document drafted by Director Menard. A temporary Independent Review Panel Subcommittee was created. Slatter, Holt, Mesiti-Miller and Longinotti volunteered for the subcommittee. The subcommittee’s duration will be temporary and will not need to follow the Brown Act. The purpose of the subcommittee is to generate either a Request for Proposal or a Request for Qualification and a Council Staff Report on this topic.

Website Subcommittee Update

Co-Facilitator Nicholas Dewar guided the Committee Members in a discussion of the Subcommittee’s work. Committee Member Rotkin was tasked with receiving all correspondence directed to the Committee, answering routine and procedural public questions and forwarding more complex comments/questions to the full committee in its monthly meeting package and, if received after the package has been sent, forwarding them as they are received.

Agenda for June and July Meetings

Co-Facilitators Nicholas Dewar and Carie Fox guided the Committee Members in a discussion of the June and July meeting agendas. Committee Member Rotkin is nominated and appointed to present the WSAC’s report to the City Council.

Oral Communication

One member of the public spoke on matters relating to public outreach.

Written Review and Wrap Up

Co-Facilitator Carie Fox guided the Committee Members in identifying any incomplete issues that need to be carried to the next session as well as what was completed during this meeting.

Adjournment - At 5:03 p.m., the Water Supply Advisory Committee adjourned from the regular meeting of May 29 - 30, 2014 to its next meeting on June 26 - 27, 2014 in the Fellowship Hall, at the First Congregational Church of Santa Cruz.