

Peace United Church of Christ
Fellowship Hall
900 High St.
Santa Cruz, California 95060



WATER SUPPLY ADVISORY COMMITTEE (WSAC) AGENDA

Regular Meeting

May 29 - May 30, 2014

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 Agenda

May 29, 2014 - 5:30 PM - 8:30 PM

SESSION ONE

Call to Order - Meeting Convenes

Roll Call

Public Comment

Presentation - Processes for Selecting and Managing Consultants

1. Consultant Selection Process Description

The Water Department Deputy Director/Engineering Manager will describe the processes used by the City of Santa Cruz to select and manage consultants. During this description, the Water Department Assistant Director will discuss the history of the selection of Stratus Consulting.

2. Information Required for the Selection Process Discussion

The Water Department Director will lead the Committee Members in a discussion about information the Committee must provide to the City in order for it to conduct a selection process. The ways the Committee will be able to apply leverage to the consultants that are selected to provide it with technical support will be discussed as well. The discussions are intended to assist in the Committee Members' understanding of the selection and contracting process, the laws that regulate that process, the selection process used regarding Stratus, where the Committee can have the most influence and effectiveness in the selection and management process, and ways to shorten the consultant selection and hiring process.

Committee Member Updates

Committee Members will update the Committee on significant communications between them and other Santa Cruz entities with significant interest in the development of water policy in Santa Cruz.

Materials Resulting from Previous Meeting

The facilitators will engage the Committee Members in a review of the Meeting and Action Agenda. This engagement is intended to address

any necessary changes or agreements to the Meeting Summary and Action Agenda that will lead to their approval. Future meeting materials will be discussed as well.

Calendar Through April 2015

The facilitators will lead the Committee Members in a review of the WSAC's meeting schedule through April 2015. The Committee Members will consider the adequacy of the scheduled meetings for the Committee's charge and, if necessary, the number of sessions per meeting and the length of the sessions. This review is intended to assist the Committee Members reach an agreement regarding the meetings scheduled through April 2015 and the adequacy of meetings scheduled, or on an alternative format for the meeting schedule.

Charter Subcommittee Recommendations

The facilitators will lead the Committee Members in a review of the Charter Subcommittee's recommendations. This review is intended to assist the Committee Members reach an agreement on the provisions of the Charter recommended by the Charter Subcommittee and an agreement on any further direction to the Charter Subcommittee. If the Committee Members consider these items sufficiently significant, time for public comment will be allotted before any agreements are reached.

Recon Overview

The facilitators will lead the Committee Members in a review of the facilitators' proposal of the Recon work plan. This proposal addresses the first phase of the "Option B" work plan. This review is intended to assist in the Committee Members' understanding of a possible Recon work plan so the Committee has more context for consideration of when technical support will be needed and for the design of the agendas for June and July. The proposal will be comprehensively discussed during the June meeting.

Written Review and Wrap Up - Identification of any incomplete issues to be carried forward to tomorrow's session.

Adjournment - The Water Supply Advisory Committee will adjourn from its first session on May 29 of the regular meeting of May 29-30, 2014 to its second and final session on May 30 for an open session after the hour of 2:00 p.m. in the Fellowship Hall, at the Peace United Church of Christ.

Water Supply Advisory Committee Agenda

May 30, 2014 - 2:00 PM - 5:00 PM

SESSION TWO

Call to Order - Meeting Reconvenes

Roll Call

Public Comment

Criteria for Expert Selection

The facilitators will lead the Committee Members in a discussion regarding the criteria that will be used for the selection of various technical support resources for the Committee. This discussion is intended to assist the Committee Members reach an agreement regarding criteria for selection of technical support resources. If the Committee Members consider this item sufficiently significant, time for public comment will be allotted before an agreement is reached.

Technical Support Consultant

The facilitators will lead the Committee Members in a discussion regarding the selection of a general contractor to provide technical support to the Committee. This discussion is intended to assist the Committee Members reach an agreement on how the Committee will obtain technical support during Recon. If the Committee Members consider this item sufficiently significant, time for public comment will be allotted before an agreement is reached.

Independent Review Panel

The facilitators will lead the Committee Members in a continued discussion regarding the independent review panel. The discussion is intended to assist in the Committee Members' understanding of the information needed by the City in order to proceed with the panel's development while reaching agreements on the criteria to be used by the City in hiring consultants to the panel and on other items needed by the City in order to proceed with hiring consultants to the panel. If the Committee Members consider these items sufficiently significant, time for public comment will be allotted before any agreements are reached.

Website Subcommittee Update

The members of the Website Subcommittee will report the website's design to-date to the Committee Members. This report is intended to assist in the Committee Members' understanding of the Website Subcommittee's achievements as well as reach any agreements on additional direction to the Website Subcommittee.

Agenda for June and July Meetings

The facilitators will lead the Committee Members in a review of the Recon overview, which identifies items for the June and July agendas. This review is intended to assist the Committee Members reach an agreement on the outline of agendas for June and July meetings.

Oral Communication

Written Review and Wrap Up - Identification of any incomplete issues to be carried forward to tomorrow's session.

Adjournment - The Water Supply Advisory Committee will adjourn from the second session on May 30 of the regular meeting of May 29 - May 30, 2014 to its next meeting at a date, time and location to be determined.