



City of Santa Cruz/Soquel Creek Water District
Desalination Task Force Minutes
May 17, 2007

The Desalination Task Force consists of two members of the Soquel Creek Water District Board and two members of the Santa Cruz City Council.

For the purpose of preparation of the minutes the following terms will be used throughout the current and all future minutes. The City of Santa Cruz/Soquel Creek Water District Desalination Task Force will be referred to as the “Task Force.” The City of Santa Cruz will be referred to as the “City” and the City of Santa Cruz Water Department will be referred to as the “SCWD.” The Soquel Creek Water District will be referred to as “SQCWD.” A member of the Soquel Creek Water District Board of Directors will be referred to as “Director” and the Soquel Creek Water District General Manager will be referred to as “General Manager.” A member of the Santa Cruz City Council will be referred to as “Councilmember” and the Director of the City of Santa Cruz Water Department will be referred to as “Water Director.”

Call to Order Acting Chair Director D. Kriege called the meeting to order at 4:00 p.m. in the Soquel Creek Water District Board Room.

Roll Call

Present: Director D. Kriege (Acting Chair), Director T. LaHue (alternate/Daniels), Councilmember E. Porter, Councilmember C. Mathews (alternate/Rotkin)
Absent: Director B. Daniels and Councilmember M. Rotkin both absent with notice.
Staff: SCWD Deputy Director/Engineering Manager L. Almond, General Manager L. Brown; Water Director B. Kocher, SCWD Associate Engineer H. Luckenbach and Administrative Assistant D. Paul.

Presentation There were no presentations.

Statements of Disqualification There were no statements of disqualification.

Oral Communications There were no oral communications.

Announcements

Director D Kriege reported that he attended “Distribution System Water Quality as it relates to Desalinated Water and Consecutive Systems” presentation by Carollo Engineers and found it informative.

Water Director Kocher reported that the San Jose Mercury is doing a comprehensive story on the pilot study and desalination in general.

Councilmember C. Mathews reported that General Manager Brown and Director Kocher spoke to the Democratic Women's Club on Wednesday.

Approval of Minutes

Councilmember E. Porter moved to approve the minutes of the April 18, 2007 Desalination Task Force meeting as submitted. Director D. Kriege seconded.

Motion approved by consensus.

General Business

1. Task Force Logo

Councilmember C. Mathews moved that the Desalination Task Force select Logo option #3 as presented at the meeting. Director T. LaHue seconded.

Motion approved by consensus.

2. Statement of Project Costs

Councilmember C. Mathews moved that the Desalination Task Force adopt the following statement of project costs "Because we are still in the investigative phase and insufficient detail of the facility exists to prepare a construction estimate, we do not have a good cost estimate for the project. However, since the project was conceptualized in 2000, construction costs have increased dramatically, making it even more difficult to assign a probable cost to the project." Councilmember E. Porter seconded.

Motion approved by consensus.

2. Investigative Phase Budget Estimate

Deputy Director/Engineering Manager L. Almond reported that an errata sheet is provided replacing page 14 in its entirety.

Task Force Comments

In future Budget Estimates distinguish Grants "funded" and Grants "applied for" in separate columns and include a revised date on the document.

Water Director Kocher reported that he will meet with the City Finance Director to discuss how funding of contracts could be done since the City and the SqCWD manage their respective budgets differently. A separate fund may need to be developed for this project. He will report back at a future meeting.

2. Project Management

Deputy Director/Engineering Manager L. Almond reported that SqCWD and SCWD staff met with Brian Jordan of Boyle Engineering to discuss different options for “Project Management Services” for the Desalination Project.

Task Force Comments

The workload is erratic and having a contractual “project manager” may make sense.

The City’s General Plan consultant may be used as an example for this project.

The contract should include “performance incentives” that have real monetary consequences if not met.

The project manager should report to the task force, whether an employee or consultant.

The project manager should be supervised by staff of both agencies.

The Task Force requested that staff return with a draft Request for Proposals that would invite individuals or firms to propose for the July meeting. It should include “performance standards” and a draft work plan. For the June meeting, staff will develop a detailed task list of the duties of a project manager.

Director/General Manager Oral Report

1. Draft Memorandum of Agreement (Brown)

General Manager Brown reported that she met today with State Department of Water Resources staff regarding the \$611,000 grant for design of the Desalination Plant and last week with Assembly member John Laird regarding future grant money for Central Coast projects.

2. California Regional Water Quality Control Board Public Hearing (Kocher)

Deputy Director Engineering Manager L. Almond reported that SCWD staff attended the California Regional Water Quality Control Board Public Hearing last Friday. The discharge permit for the pilot study was approved and the final plans are being submitted to the university for final approval.

Items Initiated by Members for Future Agendas

Include as a standing agenda item: Public Information

Power Point presentations from “Distribution System Water Quality as it relates to Desalinated Water and Consecutive Systems” by Carollo Engineers and “Design-Build Delivery for Desalination” by CHM2Hill as information only items in the next packet.

The meeting was adjourned at 5:21 p.m. until the next regular meeting of the Desalination Task Force scheduled for Wednesday June 20, 2006 at 4:00 p.m. in the City of Santa Cruz Planning Conference Room, 809 Center Street, Santa Cruz.

Respectfully submitted,

s/Donna Paul

Staff