



Desalination Task Force Minutes Wednesday, September 19, 2007

The Desalination Task Force consists of two members of the Soquel Creek Water District Board and two members of the City of 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 Vice Chair B. Daniels called the meeting to order at 4:15 p.m. in the Soquel Creek Water District Board Room.

Roll Call

Present: Director B. Daniels, Director D. Kriege (arrived at 4:20 p.m.), and Councilmember C. Mathews (Alternate/M. Rotkin) and Councilmember E. Porter.

Absent: Councilmember M. Rotkin absent with notice.

Staff: Water Director B. Kocher 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 There were no announcements.

Approval of Minutes

Councilmember Mathews moved to approve the minutes of the July 18, 2007 with a change on page six, last paragraph, fourth sentence, change on to one; and the minutes of August 21, 2007 (Special) Desalination Task Force meeting as submitted. Councilmember Porter seconded.

VOICE VOTE MOTION CARRIED

AYES: Daniels, Mathews and Porter.

NOES: None.

ABSENT: Kriege.

ABSTAIN: None.

Informational Items No action was taken on this item.

General Business

1. Evaluation of Project Schedule

Water Director Kocher reported that staff from both agencies met several times to analyze the project schedule and look for ways to accelerate it.

Task Force Comments

The project level EIR could be started as soon as the project is well enough defined.

The Task Force requested that the Water Director check with the City Attorney on the ability to delegate authority to the Task Force for the purpose of awarding contracts, change orders etc. to keep the process moving.

The Technical Advisor will have an important role in the streamlining the project.

Design/Build could be useful and should be considered for items such as pipelines.

When appropriate, staff should consider using a “value engineering team” to evaluate ways to accelerate the project.

All contracts need specific dates for milestones, completion dates and early completion incentives.

An assistant for the project coordinator may need to be hired.

2. Draft Request for Proposals for Technical Advisor

Director Kocher reported that staff from both agencies will review the proposals received and could have a recommendation for the October Task Force meeting.

Director Kriege moved to approve the draft Request for Proposals for Technical Advisor. Councilmember Porter seconded.

VOICE VOTE MOTION CARRIED

AYES: Daniels, Kriege, Mathews and Porter.

NOES: None.
ABSENT: None.

Program Managers' Report

A. Work Schedule

The building for the pilot plant is complete. Indoor and outdoor electrical is in progress. In October, equipment installation begins along with paving, landscaping and raw water improvements.

B. Upcoming Tasks

The Technical Advisor Request for Proposals will be distributed.
The Quarterly Report is due to Department of Water Resources for the Proposition 50 Grant.

B. Additional or Amended Tasks

A Change Order from CDM for monitoring, public outreach and tasks related to additional UCSC and Coastal Commission permitting requirements will be included in the October meeting packet.

C. Contacts with Regulatory Agencies/Requests from Regulatory Agencies

Staff will be responding to Dept. of Public Health in regards to monitoring at the pilot plant and as part of the watershed sanitary survey.

D. Public Outreach Program

The La Feliz Room at the Seymour Center has been reserved for the grand opening event on November 29, 2007 at (3:00 p.m. tentative).
The website is in development and is anticipated to be online mid November.
CirclePoint is working on display boards and handouts for the pilot plant.

The Task Force discussed the importance of inviting as many constituents as possible to the Grand Opening event and suggested that the Task Force hold a special study session beginning at 3:30 p.m. before the October 17, 2007 meeting to discuss the Grand Opening Event guest list and details of the event itself.

E. Report of Findings

No report.

Items Initiated by Members for Future Agendas

Mark your calendars Grand Opening Event November 29, 2007.

A report on the Association of California Water Agencies (ACWA) Subcommittee on Desalination efforts to plan a meeting with the California Coastal Commission at its spring 2008 Conference.

Adjournment

The meeting was adjourned at 5:15 p.m. until the next regular meeting of the Desalination Task Force scheduled for Wednesday, October 17, 2007 at 4:00 p.m. in the City of Santa Cruz Planning Conference Room.

Respectfully submitted,

s/Donna Paul
Staff