

WEST VALLEY CAP SUBCONTRACTORS
PLANNING COMMITTEE MEETING

Summary of the September 11, 2014 Planning Committee Meeting held at Bureau of Reclamation, 6150 W Thunderbird Rd, Phoenix, AZ 85306. **Throughout this meeting summary, action items are in bold font.**

MEMBERS PRESENT

Megan Sheldon, City of Glendale
Alan Dulaney, City of Peoria (Acting Chair)
Gretchen Erwin, City of Goodyear
Gerard Silvani, City of Phoenix
Angela Lucci, City of Surprise

Christine Nunez, City of Surprise
Frank Milam, City of Avondale
Ron Whittler, City of Buckeye
Jamie McCullough, City of El Mirage
Miranda Bruner, Global Water

OTHERS PRESENT

Mitch Haws, Reclamation
Deborah Tosline, Reclamation
Adam Ricks, Reclamation
Robin Stinnett, SRP

Dee Fuerst, CAP
Ryan Jackisch, ADWR
Teresa Makinen

1. Call to Order
The meeting was called to order at 1:04 pm.
2. Approval of Minutes
Frank Milam moved to approve the meeting notes from the August 19, 2014 meeting. Christine Nunez seconded the motion. The motion carried unanimously.
3. Executive Director's Report
Teresa Makinen provided a brief walk-thru of the draft website, going through the various pages and links and noting that it will also provide information related to the basin study efforts. Teresa will email the Management Committee link to the website for their review before making it live. She also stated that the Basin Study Stakeholder Kick-Off meeting was conducted and Mitch will provide an update on that.

Treasurer's Report

No treasurer's report was provided.

4. WESTCAPS Administration

Discussion on Organizational Structure:

Teresa facilitated a discussion on organizational structure for the future of WESTCAPS, related to membership and business structure. To aid in the discussion, Angela reviewed the organizational structure matrix her committee had developed with information on each of the potential business structures. Some felt that having a formal structure would allow the ability to lobby should the group choose to do so in a more structured manner. Angela stated that a 501(c)(4) might be a mechanism which addresses lobbying, rather than 501(c)(3)s which is more focused on acquisition of grants and public outreach.

The members then discussed their thoughts on potential membership. Teresa stated there had been a formal request by City of Tolleson to become members of WESTCAPS and the Management Committee will be considering that at their upcoming meeting. It would be good for the Planning Committee to have a discussion so that they can inform their Management Committee representatives and also because it is a key component of the organizational structure discussion. After some discussion about membership, there was agreement that WESTCAPS wants to be inclusive and have a membership that is based in the geographic boundaries of the West Valley basin study area. So, until a new organizational structure is decided, new members would be considered on a case-by-case basis. They should provide a formal request stating why they feel it's important to be a member, have a West Valley water resource which they manage or control, and West Valley is defined as west of the I-17 and in the basin study area.

The group decided related to specific organizational business structure, there needed to be further discussion, but the multi-party agreement is working well now. However, with it expiring the end of June 2015, it's important that the group continue discussing and decide on an organizational structure as it will take some time to put that in place.

5. BOR Report

Mitch thanked Teresa for a great basin study stakeholder kick-off meeting, and reported that everyone was engaged, participating, and everyone seemed to voice interest in being involved and providing data.

Mitch also provided a chart depicting the organizational structure of WESTCAPS and asked for thoughts from the members. Mitch also stated he'd like to organize a monthly conference call with the technical committee leads, and anyone else interested in participating, to provide progress on the study tasks.

6. Strategic Plan Update

Teresa stated that she wasn't sure if we need an update as we had discussed the website and organizational structure, which were two of the strategic plan tasks. Christine stated that she will discuss at the Management Committee meeting about the infrastructure database as they are working with ADWR and will need some information from the members.

7. Legislative Regulatory Update
Alan provided a legislative update for the members.
8. New Business
Teresa noted that new business in a future meeting will be election of the Lead Party, Chairs and Vice Chairs for the Planning Committee and developing a budget for approval by the Management Committee.
9. Call to the Public
There were no comments from the public.
10. Next Meeting and Adjourn
The next planning committee meeting will be held at **the Bureau of Reclamation, 6150 W Thunderbird Rd, Glendale, on October 9th, at 1:30 pm.** There being no further business, the meeting was adjourned at 3:15 pm.