



2036 N Gentry  
Mesa, AZ 85213  
Telephone: (480) 890-1927  
E-mail: teresa@makprosvc.com

---

West Valley CAP Subcontractors

WEST VALLEY CAP SUBCONTRACTORS  
MANAGEMENT COMMITTEE MEETING

Summary of the January 28, 2016 Management Committee Meeting held at City of Glendale Oasis Water Campus, 7070 W Northern Ave, Glendale.

MANAGEMENT COMMITTEE MEMBERS PRESENT

Stephen Cleveland, City of Buckeye  
Mike Weber, City of Peoria  
Cindy Blackmore, City of Avondale  
Larry Dobrosky, City of El Mirage  
Doug Kupel, City of Glendale

Javier Setovich, City of Goodyear  
Troy Day, EPCOR  
Reyes Medrano, City of Tolleson  
Christina Nunez for Terry Lowe, City of Surprise

PLANNING COMMITTEE MEMBERS PRESENT

Drew Swieczkowski, City of Glendale  
Frank Milam, City of Avondale  
Gerard Silvani, City of Phoenix  
Jake Lenderking, EPCOR Water  
Alan Dulaney, City of Peoria

INTERESTED PARTIES PRESENT

John Rasmussen, Reclamation  
Robin Stinnett, SRP

1. Call to Order

The meeting was called to order at approximately 1:02 pm.

2. Approval of Minutes

Doug Kupel moved to approve the meeting notes from the September 17, 2015 meeting. Christina Nunez for Terry Lowe seconded the motion. The motion carried unanimously.

3. Reports

Planning Committee Report:

Teresa introduced Drew Swieczkowski, the newly elected Chairman of the Planning Committee, for the Planning Committee Report. Drew stated that regarding the Ground Water Flow model, CAP and the Supply and Demand Committee are working together to improve results. Regarding the Recharge Study, SRP and ADWR have combined efforts to have more people working together. Drew also stated he felt the West Valley Leaders Water Summit was a great success. Christina Nunez pointed out that John Rasmussen has replaced Mitch Haws.

Stephen Cleveland asked for feedback on the next water summit in regards to where and what content would be included? Responses included the following; Drew felt it was a great event/facility, and suggested the next summit allow for a panel of electives who are allowed to speak alongside the council members, giving them the chance to go on record. Teresa brought up the speakers from the summit, asking for feedback and suggestions for the next event. Cindy Blackmore stated that the last two years of speakers have been very good and interesting and would like that to continue. Christina stated a good addition to include would be a weather discussion, such as does El Nino end the west coast drought. Drew recommended adding Charlie from SRP. Doug recommended feedback in the form of a comment card for the invitees to fill out. Stephen suggested an interactive exercise to encourage perspective and social sharing at each table, or even to mix up the participants with others. Jake Lenderking suggested expanding the invite list to include other areas, utilizing the sharing of best practice ideas and to showcase WESTCAPS efforts. Teresa stated that the Legislature has been invited to the summit in the past. Stephen suggested compiling a list of questions and answers of what would compel new attendees to go to the show, highlighting the benefits of collaboration.

#### Executive Director's Report:

Teresa stated there is a need for direction on organizations due to all of the committee sub-groups and to keep all on board with the strategic planning committee.

#### Treasurer's Report:

Jake next shared the Treasurer's Report, stating that there was one pay out to Teresa and one pending expense for the Strategic Planning Meeting for the food expense. The total food expense will be dependent upon a sponsor. Forecasted end of fiscal year balance will be between \$11,600 to \$15,300. Discussions involving membership dues going to \$4,000 per year ensued including the revenue increasing to \$44,000 per year up from \$30,000, the addition of attorney's fees, along with the costs of the 501 (c) (4) implementation. Stephen then issued a directive to form a Standing Budget Committee, with the goal of adopting a budget by November/December of each year to plan for fiscal year coordination with the cities.

#### 4. Election of Officers

Teresa opened the floor for nomination of officers, in regards to Chairperson, Vice-Chair, and ratification of the Planning Committee's vote to continue with EPCOR as the lead party. For Chairperson, Troy Day nominated Doug Kupel who accepted the nomination. Doug then nominated Stephen Cleveland. Larry Dobrosky then reminded the committee that a prior decision had included moving the present Vice-Chair to Chairperson, which makes Stephen Cleveland the new Chair. Stephen then seconded a motion to nominate Doug Kupel as Vice-Chair. All voted aye, and the vote passed unanimously, making Stephen Cleveland the Chairperson and Doug Kupel the Vice-Chair. Stephen asked for the committee to vote on EPCOR remaining the Lead Party and the vote passed with all members voting aye, with the exception of Troy Day, who voted nay.

Larry inquired if the officers serve two year terms, to which Teresa answered yes. Larry then moved to vote that regardless of any new structural or organizational changes that may occur, the newly elected officers will still serve two year terms. Reyes Medrano seconded the motion. The vote then passed unanimously.

5. BOR Report:

John Rasmussen shared that the project is on schedule, with the consideration that the time extension will be granted. The project is also on budget with approximately one-third of the budget spent. The Modeling Task Team will meet in early February with the plan to advance technical questions and scenario development for the model. Tasks will also include climate change work in conjunction with the Denver office.

Regarding Economic Modeling; the Denver BOR is ready to go and continue working with projections. Discussion ensued that involved future projects such as new wells, new recharge facilities, piping between communities, and meeting future demands as well as including general studies for the next basin study to create menu options that may go federal in feasibility which can open up real dollars for long term benefits. Ideas also included revisiting with management committee members to help with ideas and a capital improvement plan for WESTCAPS. John's final point was that a recharge suitability analysis with GIS suitability is needed to determine future recharge sites.

6. Strategic Plan Update

The upcoming strategic planning meeting will be held on Wednesday February 8<sup>th</sup> from 8am to noon, location to be determined. Next, Teresa presented the scope and fee from Christina Noyes from Gust Rosenfeld and she asked Frank Milam to provide any details. The estimate was set to be between \$2,000 and \$5,000, depending on the number of comments and meetings with original sustaining members, to represent WESTCAPS in its formation to become a non-profit organization and assist with obtaining its tax exempt status with the IRS. A condition for representation is that a conflict acceptance from all members of the Board will be executed and out of pocket costs are not included in this estimate. Jake noted that WESTCAPS has previously budgeted for court costs and filing fees involved in this formation, outside of this estimate.

Frank Milam stated that the extension letter draft may be included from Christina to avoid re-creating the Multi Part Agreement (MPA), noting it expires June 2016. Teresa then brought up Section 6.2 in the multi-party agreement which provides for the agreement to be renewed for four years without legal counsel review. Cindy Blackmore made the motion to renew the multi-party agreement for four more years and Christina Nunez for Terry Lowe seconded the motion. The vote passed unanimously. It was noted by the chair that the MPA would terminate upon any other agreement or executed contract.

Reyes then moved to approve the budget of a maximum of \$5,000 to contract with Christina Noyes contingent upon a request for the scope and fee documents to be updated to include the number of meetings with those costs involved, the authorization of the updated scope and fee documents, and the ability to move forward with the contract without review of these amended documents. Cindy Blackmore seconded the motion and the vote passed unanimously.

Jake Lenderking stated this contract must go through the lead party, to which all voting members recognized as correct and approved unanimously.

7. New Business  
Teresa welcomed Javier Setovich from the City of Goodyear and introduced Cindy Campbell who will be replacing Cliff Neal for the City of Phoenix. The lunch costs involved with the strategic planning meeting were approved, along with asking Teresa to facilitate this meeting. Teresa will try to find a good date suitable for everyone and send out an invite.
8. Call to the Public  
None
9. Legislative Update  
Alan Dulaney provided a legislative update.
10. Next Meeting and Adjourn  
The next meeting is set for February 24<sup>th</sup> for strategic planning [this meeting was later rescheduled]. **The next Management Committee meeting will be held April 21<sup>st</sup>.**  
The meeting adjourned at 2:29pm