

WEST VALLEY CAP SUBCONTRACTORS
PLANNING COMMITTEE MEETING

Summary of the September 9th, 2016 Planning Committee Meeting held at Reclamation, Glendale. **Throughout this meeting summary, action items are in bold font.**

PLANNING COMMITTEE MEMBERS PRESENT

Drew Swieczkowski, City of Glendale
Mark Holmes, City of Goodyear
Ron Whitley, City of Buckeye
Jake Lenderking, EPCOR Water
Jamie McCullough, City of El Mirage

Gretchen Erwin, City of Goodyear
Lacey James, City of Avondale
Christine Nunez, City of Surprise
Alan Dulaney, City of Peoria

OTHERS PRESENT

Nathan Miller, Southwest Groundwater
John Rasmussen, Reclamation

Stuart Peckham, SRP

1. Call to Order

The meeting was called to order at 1:35pm.

2. Approval of Minutes

Mark Holmes moved to approve the meeting notes from the July 29, 2016 Planning Committee meeting, and Ron Whitley seconded the motion. The motion carried unanimously.

3. Reports

Executive Director's Report

Teresa stated that she knows there are a lot of emails lately, but asked the committee members to please read and respond to those as she does her best to provide important information and needs the members' input. Feedback from the committee members included a request to include in the email subject line the request to respond.

Teresa shared that at the last Management Committee meeting, Doug Kupel was elected as the new Chairman, and with his vacating the Vice-Chair position, Mike Weber was elected as the new Vice-Chair. Teresa added that Roger Klingler is the new Management Committee Designee for the City of Buckeye.

Treasurer's Report

Jake Lenderking provided a WESTCAPS accounting handout, noting the account balance is \$25,656 plus \$3,200 in dues collected. Jake made a call for all members to check on invoice and payments. If a new invoice is needed, he can resend. **Alan Dulaney requested another invoice, which Jake will send, and it was requested that the invoice for the City of Buckeye go to Ron Whitley and Roger Klingler's assistant, Stephanie.** All parties are caught up for the last fiscal year.

4. BOR Report

John Rasmussen shared information from the Modeling Committee meeting held earlier in the day. The group first discussed information regarding input scenarios for Nathan. Final group review is needed.

One issue raised was the need to identify effluent use by each entity. An email will be sent out to address where effluent use is going, how it is being used, how much is being banked, and uses other than recharge, which will be used to incorporate into the scenarios.

The group next discussed planning for the upcoming Water Summit, including ideas for the desired message and different products. John then shared his concerns with coordinating schedules with the groundwater contract and usable information from them should be received by December to use in our scenarios regarding climate control studies. There is no cost extension for the current contract; however, there potentially may be more than 7 scenarios.

Finally, John shared that the basin study extension has been approved. Mark Holmes asked for an update on the economic analysis, and John said that he had sent a scope of work to Denver, but he's not heard back yet. Teresa inquired about the modeling committee's next steps, which John stated were to wait for the effluent comments from all members and then schedule another meeting after the Water Summit. **John will send through Teresa a call out to all members for effluent comments.** Nathan Miller was going to send out scenarios and needs spreadsheets from Ken. Nathan has a draft packet which summarizes the CAP:SAM and can do a preliminary run and send it out, but will wait for Ken's input.

5. Strategic Planning Implementation

Teresa shared that at their last meeting, the Management Committee members approved the WESTCAPS Strategic Plan. The next steps are to break into groups to plan, prioritize and set deadlines for these goals. Teresa asked each team to provide her the sign-in sheets from their meetings, chart their progress, and be prepared to discuss at Planning and Management Committee meetings. The groups are as follows:

STRATEGIC GOAL 1: Marketing, Branding & Communications: Lacey James (lead), Stu Peckham, John Rasmussen, Alan Dulaney

STRATEGIC GOAL 2: Advocacy & Lobbying: Mark Holmes (lead), Jamie McCullough, Jake Lenderking, Mark Berrelez, & Robert Romo

STRATEGIC GOAL 3: Policy & Planning: Drew Swieczkowski (lead), Gretchen Erwin, Ron Whitley, Jake Lenderking, Christine Nunez

Lacey asked for an update on the new WESTCAPS logo, which prompted a discussion about the need for a budget committee meeting, which Jake stated should happen within the next couple of weeks. **Jake will research budget committee meeting dates, and coordinate with Teresa. It was decided that a scope of work for the new logo would be needed from the Goal 3 Team for the Management Committee to approve.**

The next topic of discussion included feedback on the idea of creating a Water Conservation Committee. Teresa stated that only four replies have been received via the survey. Pros and cons were shared, including avoiding duplicating the efforts of other similar group already in place, the abundance of public education efforts, the ability to market WESTCAPS using a regional message, the ability to unify the message for a West Valley campaign to include mayors and councilmembers, and the idea to borrow current literature to develop 25 tips to conserve water.

6. West Valley Leaders Water Summit: Teresa stated that the agenda has been revised to extend the time and confirmed new attendees. Discussions ensued about what the message will be and what topics will be discussed, including future water resources for the West Valley, other water plans, be aware of our audience reactions, what can the audience do to push the issues, the need for support and recognition. **Lacey will extend the invitation to Avondale's councilmembers and Jamie will invite the City of El Mirage's PIO. Teresa to send out the list of planned attendees.**

Regarding the content of WESTCAPS portion of the Summit, the group discussed what should be included and Teresa stated the Management Committee will meet prior to the Summit so will review the presentation.

Regarding the content of the Elected Officials Panel, Teresa will email questions to the panel beforehand.

Stuart Peckham shared that SRP will pay for the venue and the printing costs, with a print deadline of September 22nd. WESTCAPS will pay for the venue and SRP will reimburse the cost if the print deadline is met.

7. Legislative/Regulatory Update:
Alan Dulaney shared that the legislature is out of session.
8. New Business:
No word on the submitted grant yet.
9. Call to the Public:
None.
10. Member Updates:
Members wishing to provide information to the committee did so.
11. Next Meeting and Adjourn
There being no further business, the meeting was adjourned at 3:38 pm. The next Planning Committee is scheduled for October at the Bureau of Reclamation.