



MINUTES OF ENVIRONMENTAL COMMITTEE MEETING

Responsible for matters of stewardship of the District's property including: Urban Water Management Plans; Water Conservation Programs; Classis Watershed Education Grants; Watershed Management; Resource Management and other environmental related matter.

March 21, 2019 at 2:00 p.m. at the Johnson Building, 12788 #4, Highway 9, Boulder Creek, California.

MINUTES:

1. Convene Meeting 2:31 pm
Roll Call: Dir. Fultz, E. Fresco, K. O'Connor, J. Supp
Dir. Bruce was absent
Staff: R. Rogers-Dist. Manager, J. Michelsen-Environmental Programs Manager, H. Hossack-Dist. Secretary
3. Old Business: N o n e
4. New Business:
 - A. ELECTION OF COMMITTEE CHAIR

B. Fultz nominated M. Bruce for chair of the Environmental Committee. E. Fresco seconded the nomination.
All present voted in favor of the nomination. M. Bruce was elected chair.
 - B. SET DAY AND TIME FOR COMMITTEE REGULARLY SCHEDULED MEETINGS

B. Fultz asked the for their availability.
J. Supp said 1st thing in the morning or at the end of the day works best for him. He will try to accommodate whatever the committee comes up with.
E. Fresco questioned what 1st thing in the morning is.
J. Supp said 7:00, 8:00 or 9:00.
K. O'Connor said that afternoon works best for him. His schedule changes quarterly.
E. Fresco said that after 8:30 and before 5:00 work best for her.
B. Fultz said that afternoons don't work for him. He suggested 9:00 in the morning.
J. Michelsen said that 9:00 doesn't work for her but 9:30 would be a good time.
H. Hossack noted that the Boardroom isn't available until 10:00 on Wednesday morning.
R. Rogers said that we can use the Johnson Bldg. on Wednesday morning.
J. Supp said he cannot make Tuesday meetings.
B. Fultz made a motion to set regular committee meetings on the 2nd Thursday at 9:30 am. The motion was seconded by E. Fresco. All present voted in favor of the motion.
 - C. 2019 1ST & 2ND QUARTER GOALS

J. Michelsen introduced this item. She provided a handout with information to be covered by the Committee.

D. RFQ FOR HYDROGEOLOGIST

J. Michelsen introduced this item. She provided a copy of the RFQ.

B. Fultz asked if the RFQ was part of the packet. For maximum transparency he requested that supporting material be included with the agenda.

J. Michelsen explained the difference between a hydrologist (surface water) and a hydrogeologist (surface and ground water).

B. Fultz questioned if it needs to be a firm or can it be an individual. (It can be an individual.) Will the firm or individual have to attend all SMGWA meetings? (No, only when necessary. As needed.) When it comes to identification and development, would they make suggestions and not proceed without approval? (It would come to the Board for approval.)

K. O'Connor do you want someone with engineering capabilities? (No, more conceptual and hydrologic analysis.)

E. Fresco asked how do you advertise? (Jen has a list of hydrogeologists that she knows, also there will be an ad in the paper. Word will spread through the industry.)

B. Fultz questioned if there is an association of hydrogeologists. (Jen does not know of an association but will look into the possibility.)

K. O'Connor questioned the format of the RFQ. (Jen agreed with his comments and will revise.)

C. Baughman questioned where is the communication for SMGWA in this process. (Part of what the hydrogeologist will be doing is reviewing the plans that come from the SMGWA and give feedback to SLVWD.)

B. Fultz wants to make sure that this SGMA and the hydrogeologist is looking at the future situation of the valley as dynamic and not static.

B. Fultz questioned the "hard copy" requirement, also why the no 11 x 17 pages. (Jen will say that the document needs to be submitted electronically.)

J. Supp questioned the 3-year fee schedule. (Jen explained that this is as needed. She would like to have 3 years so that we don't have to go through this process again in a year. If it doesn't work out, we can cancel the contract.)

B. Fultz doesn't want to get into never ending relationships.

J. Supp questioned #6, item C is referenced but not found. (Jen will correct that.)

B. Fultz questioned Consultant Selection, are they expected to be the same price. He would never consider hiring a consultant without knowing the price. It should be a factor in the process. He is not comfortable looking at solicitations without prices. (Hiring a consultant with an RFQ is hiring the most qualified not the lowest bid.)

C. Baughman said that he thinks legal should be contacted regarding this discussion.

J. Michelsen requested that the committee recommend sending this to the Board as soon as possible.

C. Baughman questioned if \$1,000,000 liability is necessary.

K. O'Connor said he like the idea of grading the qualifications without the pricing.

J. Michelsen asked how she can get the information to the committee members without violating the Brown Act. (Through the agenda.)

B. Fultz said the preparation for the Board meeting would be to go through all of the requests and do your scoring.

K. O'Connor asked that the percentages for ranking be revisited.

J. Michelsen said that she can change the ranking percentages to make it more individual friendly rather than focused on firms. She can make those changes throughout the document.

B. Fultz says they should know that price will be an evaluation.

J. Michelsen said that the dates for this item were tentative and would change with today's discussion. The qualifications should be available for discussion on the June 13th Environmental Committee meeting.

K. O'Connor requested that the RFQ go out for 45 days, not 30.

J. Supp questioned the procedure for answering an individual's questions regarding the RFQ.

It was explained that a list of all people that received the RFQ is maintained and each time a question is asked it is shared, along with the answer to the entire list, as well as posted on the SLVWD website.

2. Oral Communications: None

E. 2019 DRAFT COMMUNICATIONS PLAN

J. Michelsen introduced this item and shared a handout with the communications plan for this Year.

B. Fultz had a few suggestions. He would like more communication to the customers about construction progress. He would also like to start pushing a place on our website for key financial information.

J. Michelsen questioned what methods does Mr. Fultz envision for these topics.

B. Fultz said he wants to make sure that he knows what forms of social media will be used. He wants to interact with neighbor groups, Next Door for example.

J. Michelsen questioned if Mr. Fultz ever sees other agencies, non-profits, or groups posting on neighbor groups. It usually has to be an individual that posts to those sites.

B. Fultz said it would have to be curated by the administrator.

J. Michelsen says that the challenge is that she hasn't been able to figure out how to post something from the water district onto a neighbor page that comes from the water district.

B. Fultz would also like to know about number 20. It says CIP Update - required for SDLF Transparency. What exactly is the requirement?

J. Michelsen said it doesn't have to be a direct mailer, this is just one example of what we did last year with the CIP Update. The direct mailer goes to every single customer.

B. Fultz said that as a matter of policy and programmatic guidance, he personally would like to see us move away from hardcopies.

E. Fresco questioned what is proposed for people that don't have internet.

5. Informational Material:

Broom Pull Volunteer Opportunity Sunday April 7, 2019

6. Adjournment 3:56