

**TO:** City Council

**FROM:** James L. App, City Manager

**SUBJECT:** **Water & Wastewater Operations:  
Expert Quality Assurance & Transition Assistance**

**DATE:** November 2, 2004

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**NEEDS:** For the City Council to consider continuation of expert water & wastewater system quality assurance and management transition assistance

- FACTS:**
1. Due to key staff vacancies, the City has not benefited from staff water and wastewater technical engineering expertise over the last 5-9 months.
  2. Since mid-Summer 2004, Christine Halley of TJ Cross Engineers has been providing expert water and wastewater advice to the City.
  3. Mrs. Halley was retained as she is uniquely qualified to provide the needed assistance due to her knowledge of, experience with, and continuing involvement in, area water and wastewater issues and agencies.
  4. Mrs. Halley's assistance has included technical engineering advice and interagency coordination concerning Nacimiento Water Project implementation, groundwater basin management, and strategic water & wastewater planning issues.
  5. Mrs. Halley's assistance has been provided pursuant to the City Manager's authorization to a maximum of \$10,000.

**ANALYSIS &**

**CONCLUSION:** The City needs to vigorously continue its efforts to examine a variety of Nacimiento Project implementation, groundwater basin management, and strategic planning issues. Currently, due to key staff vacancies, the City lacks the in-house expertise to adequately address these issues, nor can they be handled in a timely manner. Additionally, as key staff vacancies are filled over the coming months, transition support and advice will be required.

**POLICY**

**REFERENCE:** None.

**FISCAL**

**IMPACT:** Authorization for up \$25,000 of professional assistance is requested from the water and wastewater operations, capital, and Nacimiento project funds.

- OPTIONS:**
- a.** Adopt Resolution No. 04-xx authorizing the City Manager to engage Mrs. Christine Halley of TJ Cross Engineers on a time and materials basis, and appropriating up to \$25,000 from Water and Wastewater funds as needed.
  - b.** Amend, modify or Reject the above option.

Attachment: Resolution

RESOLUTION NO. 04-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES  
AUTHORIZING THE CITY MANAGER TO ENGAGE CHRISTINE HALLEY OF  
TJ CROSS ENGINEERS, AND APPROPRIATE UP TO \$25,000, FOR EXPERT  
WATER & WASTEWATER TECHNICAL ASSISTANCE

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WHEREAS, key staff vacancies in Public Works engineering disciplines has left the City without adequate in-house technical engineering water and wastewater system expertise; and

WHEREAS, since mid-Summer 2004, Christine Halley of TJ Cross Engineers has been providing expert water and wastewater advice to the City; and

WHEREAS, Mrs. Halley was retained as she is uniquely qualified to provide the needed assistance due to her knowledge of, experience with, and continuing involvement in, area water and wastewater issues and agencies; and

WHEREAS, Mrs. Halley's assistance has included technical engineering advice and interagency coordination concerning Nacimiento Water Project implementation, groundwater basin management, and strategic water & wastewater planning issues; and

WHEREAS, Mrs. Halley's assistance has been provided pursuant to the City Manager's authorization to a maximum of \$10,000' and

WHEREAS, the City needs to vigorously continue its efforts to examine a variety of Nacimiento Project implementation, groundwater basin management, and strategic planning issues; and

WHEREAS, the City lacks the in-house expertise to adequately address these issues, nor can they be handled in a timely manner; and

WHEREAS, as key staff vacancies are filled over the coming months, transition support and advice will be required.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of El Paso de Robles that the City Manager is authorized to engage the professional services of Christine Halley of TJ Cross Engineers on a time & material basis not to exceed \$25,000, and

BE IT FURTHER RESOLVED that the City Manager is authorized to appropriate up to \$25,000 for this assistance from Water and Wastewater funds as necessary and appropriate.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 2<sup>nd</sup> day of November 2004 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Frank R. Mecham, Mayor

ATTEST:

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Sharilyn M. Ryan, Deputy City Clerk