



MINUTES
Board of Water Commissioners
El Estero Conference Room
520 E. Yanonali Street
Monday, November 8, 2010 at 3:00 p.m.

- COMMISSIONERS PRESENT: James Smith, Barry Keller, Landon Neustadt, Russell Ruiz, Bill Thomas
- COUNCILMEMBER PRESENT: Bendy White
- STAFF PRESENT: Rebecca Bjork, Water Resources Manager; Cathy Taylor, Water System Manager; Chris Toth, Wastewater System Manager, Bill Ferguson, Water Resources Supervisor; Anne Van Belkom, Administrative Assistant
- PUBLIC: Sheila Lodge, Planning Commission Liaison; Alex Keuper, Carpinteria Valley Water District; Bob Niehaus and May Zin, RDN, Inc.; LeeAnne French, Citizens Planning Association; one additional member of the public
1. **CALL TO ORDER:** The meeting was called to order at 3:05 p.m.
 2. **CHANGES TO THE AGENDA:** None.
 3. **COMMENTS BY THE PUBLIC:** None.
 4. **MEETING MINUTES, OCTOBER 11, 2010:** MOTION (Ruiz/Thomas 4-0-0, with Smith not yet present): to approve the minutes as submitted. Commissioner Smith arrived at 3:10 p.m.
 5. **LONG TERM WATER SUPPLY PLAN TIMELINE:** Water Commissioners were given an update on the schedule for development of the Long Term Water Supply Plan. Council will hold another hearing on the General Plan on November 16, 2010. Staff anticipates bringing a draft plan to the March 2011 meeting.
 6. **DEMAND TARGET FOR LONG TERM WATER SUPPLY UPDATE:** Ms. Bjork and Mr. Ferguson explained that staff believes a demand target of 14,000 AF is supported by technical data and new regulation requiring water conservation. The Water Commission was more comfortable with a demand target of 14,500 - 14,600 AF. No formal recommendation was made but the Water Commission requested staff to look at both target demands, which staff agreed to do. Ms. Bjork will make a presentation to the Water Commission at a future meeting to familiarize them with the recent SB7x7 legislation that requires California to achieve a 20% reduction in urban per capita water use by 2020, with an interim 10% reduction by 2015.
 7. **WATER COMMISSION MEMORANDUM TO COUNCIL REGARDING THE WELL TREATMENT PLANT PROPERTY:** Commissioner Thomas stated his position that all boundaries and easements regarding this parcel be taken care of prior to construction. Staff plans to address this issue at the time of completion of construction in order to have a full understanding of all parameters regarding needed boundaries and easements. Commissioners agreed to modifications in their draft letter to the Mayor and Council but want to alert Council at this time about this vital issue. MOTION (Thomas/Keller 5-0-0): to recommend that the modified letter be forwarded to Council. Ms. Bjork will add a sentence to the memo to indicate that Water Commission unanimously voted to send it to Council and will forward the memo.
 8. **CONTRACT FOR WASTEWATER COLLECTION SYSTEM BUSINESS DEVELOPMENT AND MANAGEMENT PLAN UPDATE:** Mr. Toth informed the Water Commission on the scope of the contract with Brown & Caldwell for business development and sewer system management planning updates in Wastewater Collection. Council will be requested to approve this contract on December 7, 2010. MOTION (Thomas/Keller 5-0-0): to recommend that Council approve the contract with Brown & Caldwell for Wastewater Collection System Business Process Development and Management Plan Updates.
 9. **PURCHASE OF HANDHELD METER READING EQUIPMENT:** Ms. Taylor described the features of the six new handheld meter reading devices which will replace existing 19-year old meter reading equipment. Council will be asked to approve this purchase on November 23, 2010. MOTION (Keller/Thomas 5-0-0): to recommend that Council approve the purchase of handheld meter reading equipment.

- 10. CAPITAL IMPROVEMENT PLAN:** Mr. Toth described the Wastewater Collection projects included in the Capital Improvement Plan and Ms. Taylor reviewed the Water projects included in this plan. In response to questions regarding tertiary process improvements, staff clarified that it is most efficient to make improvements to the secondary treatment process before making improvements to the tertiary process (recycled water).
- 11. SEWER LATERAL INSPECTION PROGRAM GUIDELINES UPDATE:** Council will be requested to rescind Resolution NO: 06-095 and approve a new resolution and revised Administrative Guidelines on December 7, 2010. The revised Administrative Guidelines will provide a framework for implementing the SLIP program which will include the waiving of permit fees when residential sewer lateral repair work is required by the City. MOTION (Thomas/Smith 5-0-0): to recommend that Council approve a new Resolution and Administrative Guidelines for the Sewer Lateral Inspection Program.
- 12. GROUNDWATER LEVEL REPORT:** Bill Ferguson reviewed a series of graphs showing annual groundwater levels in the City wells of Storage Unit 1 and Storage Unit 3, and in the Foothill Groundwater Basin.
- 13. WATER RESOURCES MANAGER'S REPORT:** Ms. Bjork distributed and reviewed the Monthly Water Resources report on water production, rainfall, and wastewater influent. October is the first month of the water year. The annual projected demand for this water year is 14,000 AF. Staff was requested to agendize the CCRB/COMB reorganization status as a monthly update report.
- 14. DATE OF NEXT SCHEDULED MEETING:** It was confirmed that the next meeting was scheduled for Monday, December 13, 2010, at 3:00 p.m. Commissioner Ruiz will be absent from the December meeting.

The meeting was adjourned at 5:47 p.m.

Approved: December 13, 2010