



MINUTES
Board of Water Commissioners
Special Meeting at El Estero WWTP Conference Room
520 East Yanonali Street
Monday, June 11, 2012, at 3:00 p.m.

- COMMISSIONERS PRESENT: Barry Keller, Landon Neustadt, Russell Ruiz
- COMMISSIONERS ABSENT: James Smith
- COUNCILMEMBER PRESENT: Harwood "Bendy" White
- STAFF PRESENT: Rebecca Bjork, Water Resources Manager; Chris Toth, Wastewater System Manager, Bob Roebuck, Project Manager; Alison Jordan, Water Conservation Coordinator; Theresa Lancy, Water Resources Specialist; Todd Heldoorn, Wastewater Treatment Plant Superintendent; Anne Van Belkom, Administrative Assistant
- PUBLIC: Venessa Kay and Dorothy Littlejohn, Comunidades Unidas; Sheila Lodge, Planning Commission Liaison; Jane Gray, Dudek; Charles Hamilton, Carpinteria Valley Water District; Ichiko Kido, RDN; Steve Little
1. **CALL TO ORDER:** The meeting was called to order at 3:07 p.m.
 2. **CHANGES TO THE AGENDA:** Agenda Item #14 will be a report only with no request for recommendation.
 3. **COMMENTS BY THE PUBLIC:** Venessa Kay and Dorothy Littlejohn (Comunidades Unidas) proposed that water rates be adjusted to award low water users by not giving them a rate increase and only giving the increase to high water users..
 4. **MEETING MINUTES, MAY 14, 2012:** MOTION (Neustadt/Ruiz 3-0-0): to approve the minutes as submitted.
 5. **WASTEWATER CAPITAL IMPROVEMENT PROJECTS UPDATE:** Mr. Heldoorn gave a tour of the El Estero Wastewater Treatment Plant that highlighted several Capital Improvement Projects currently in construction.
 6. **INTEGRATED REGIONAL WATER MANAGEMENT PLAN:** Ms. Lancy informed the Water Commission that the City is one of the cooperative partners of this plan. Ms. Gray described the purpose of the plan, gave background history, and explained why this plan was being updated.
 7. **HYDROELECTRIC PLANT RECOMMISSIONING:** Mr. Roebuck gave a status report on the process of getting this facility online without it being subjected to FERC requirements. The Bureau of Reclamation is close to signing the document indicating that this property is considered "excess to their needs" which would then allow the City to purchase the property.
 8. **HOPE RESERVOIR ACCESS:** Mr. Roebuck described the need for acquiring permanent access to the rear of Hope Reservoir in order to operate and maintain critical City communications equipment and to clean and maintain the reservoir. He discussed the steps the City was taking to obtain this access. MOTION (Neustadt/Ruiz 3-0-0): to recommend that Council adopt the Resolution to negotiate an easement or make a purchase of vacant real property at APN 047-102-018.
 9. **AUTOMATED METER READING PILOT PROJECT:** Ms. Lancy expressed staff's interest in moving forward with this project despite it not receiving grant funding as it was deemed too small in scope for the Water Smart grant program. MOTION: (Neustadt/Ruiz 3-0-0): to move forward with the staff recommendation.

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- 10. UTILITIES ONLINE:** Ms. Lancy demonstrated the online information available for utility customers. A Pilot Program has currently been enacted for City staff. Water Commissioners were invited to sign up and participate in the Pilot Program. This full program is scheduled to be available City-wide within the next few weeks.
- 11. WASTEWATER COLLECTION SYSTEM BUSINESS PROCESSES PHASE III:** Mr. Toth requested the Water Commission to approve the Phase III contract with Brown and Caldwell for Wastewater Collection System Business Process Development and Related Management Plan Update Services. MOTION (Ruiz/Neustadt 3-0-0): to concur with the staff recommendation.
- 12. CONTRACT WITH TILSON & ASSOCIATES FOR TECHNICAL TRAINING:** Mr. Toth informed the Water Commission that the emphasis in this contract is on the development and standardization of standard operating procedures (SOPs) along with the creation of written documentation of the updated and standardized SOPs. MOTION (Ruiz/Neustadt 3-0-0): to recommend that Council approve the contract with Tilson & Associates.
- 13. CONSENT DECREE ACTIVITIES UPDATE:** Ms. Bjork updated the Water Commission on the status of the Consent Decree activities.
- 14. RECHARGE RELEASE TO MISSION CREEK:** The City is not releasing any additional water this year due to full aquifers and a dry year.
- 15. WATER RESOURCES MANAGER'S REPORT:** Ms. Bjork distributed and reviewed the Monthly Water Resources report on water production, rainfall, and wastewater influent. The City is required to do a separate mailing of the City of Santa Barbara's Annual Water Quality Report to each household. The City's 2011 Drinking Water Quality Report had no violations of primary standards. Raftelis Financial Consultants Inc. was selected as the consultant for the Water Rate Study. There should be a new Water Commissioner at the next meeting.
- 16. DATE OF NEXT SCHEDULED MEETING:** It was confirmed that the next meeting was scheduled for Monday, July 9, 2012, at 3:00 p.m.

The meeting was adjourned at 5:41 p.m.

Approved: June 11, 2012