



MINUTES

Board of Water Commissioners
Water Resources Conference Room
619 Garden Street, 3rd. floor
Monday, July 9, 2012, at 3:00 p.m.

- COMMISSIONERS PRESENT: James Smith, Barry Keller, Landon Neustadt, Russell Ruiz, Megan Birney
- COUNCILMEMBER PRESENT:
- STAFF PRESENT: Rebecca Bjork, Water Resources Manager; Cathy Taylor, Water System Manager; Chris Toth, Wastewater System Manager; Theresa Lancy, Water Resources Specialist; Barbara Shelton, Project Planner; Anne Van Belkom, Administrative Assistant
- PUBLIC: Sheila Lodge, Planning Commission Liaison; Brianna Briggs, RDN; James Hawkins, Heal The Ocean; Steve Little; Rob Lane
- 1. CALL TO ORDER:** The meeting was called to order at 3:00 p.m.
 - 2. CHANGES TO THE AGENDA:** None
 - 3. COMMENTS BY THE PUBLIC:** Mr. Little informed the Water Commissioners that Council had agreed to not increase the agricultural water rates.
 - 4. INTRODUCTION OF NEW WATER COMMISSIONER:** The new Water Commissioner, Megan Birney, was introduced by Ms. Bjork. The Water Commissioners, including Ms. Birney, briefly summarized their backgrounds and experience.
 - 5. MEETING MINUTES, JUNE 11, 2012:** MOTION (Ruiz /Neustadt 4-0-1, with Commissioner Birney abstaining): to approve the minutes as submitted.
 - 6. APPOINTMENT OF OFFICERS MOTION (Ruiz/Neustadt 5-0-0):** to appoint Commissioner Smith to the position of Chair. MOTION (Keller/Neustadt 5-0-0): to appoint Commissioner Ruiz to the position of Vice-Chair.
 - 7. DRAFT CLIMATE ACTION PLAN:** Ms. Shelton presented the plan and answered Commissioners' questions. There is no requirement for state approval of the plan. Commissioner Keller suggested that the plan include a section on the benefits of growing additional vegetation to sequester carbon and to allow for a green belt to combat wildfires.
 - 8. FISCAL YEAR 2013 WORK PLAN:** Ms. Bjork reviewed the work plan for FY13 and described in more detail significant Capital Projects, as well as some of the major studies and work efforts. She noted that this list does not include the day to day operational activities that also take up a significant portion of staff time.
 - 9. FISCAL YEAR 2012 CAPITAL IMPROVEMENT REPORT:** Ms. Taylor reported on Water projects and Mr. Toth reported on Wastewater projects that were initiated during FY12.
 - 10. CASGEM GROUNDWATER MONITORING PROGRAM:** Ms. Lancy presented the status of our participation in the program that monitors seasonal and long term trends in groundwater levels in California.
 - 11. EL ESTERO STANDARD OPERATING PROCEDURE DEVELOPMENT:** Mr. Toth explained the need for and purpose of new Standard Operating Procedures for the El Estero Treatment Plant. Commissioner Keller volunteered to be on the selection panel. **Commissioner Birney agreed to participate in the process as well.**
 - 12. WATER AND WASTEWATER RATE STUDY:** Ms. Taylor reported on the Water and Wastewater Rate Study that was recently awarded to Raftelis. Commissioner Neustadt will be participating in the meetings with Raftelis. Commissioner Ruiz asked staff to find out how other local agencies structure their rates. If the City's proposed changes to the Water and Wastewater rate structure differ significantly from those developed by other local agencies, Commissioner Ruiz asked that staff include the rationale for the modified revised rate structure.

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- 13. UPDATE ON CONSENT DECREE ACTIVITIES:** Mr. Toth updated the Water Commission on the Consent Decree activities and described the review process of the required documentation from City staff to Channelkeeper. Commissioner Ruiz requested to see the Channelkeeper review comments. He also asked staff to check on how the City funding for the environmental project chosen by Channelkeeper is being spent.
- 14. WATER RESOURCES MANAGER'S REPORT:** Ms. Bjork distributed and reviewed the Monthly Water Resources report on water production, rainfall, and wastewater influent. Financial information will be added to this report in the near future.
- 15. DATE OF NEXT SCHEDULED MEETING:** It was confirmed that the next meeting will be on Monday, September 10, 2012. The August meeting will be cancelled due to vacations and lack of Council activity.

The meeting was adjourned at 5:05 p.m.

Approved: September 10, 2012