



## MINUTES

**Board of Water Commissioners**  
 Water Resources Conference Room  
 619 Garden Street, 3rd. floor  
**Monday, April 8, 2013, at 3:00 p.m.**

- COMMISSIONERS PRESENT: James Smith, Barry Keller, Russell Ruiz, Megan Birney
- COUNCIL LIAISON PRESENT: Harwood "Bendy" White
- STAFF PRESENT: Rebecca Bjork, Water Resources Manager; Cathy Taylor, Water System Manager; Chris Toth, Wastewater System Manager, Alison Jordan, Water Conservation Supervisor; Theresa Lancy, Water Resources Specialist; Lisa Arroyo, Supervising Engineer; Madeline Ward, Water Resources Technician; Anne Van Belkom, Administrative Assistant
- PUBLIC: Jeff Barry (GSI Water Solution)
1. **CALL TO ORDER:** The meeting was called to order at 3:02 p.m.
  2. **CHANGES TO THE AGENDA:** None. Ms. Bjork informed the Water Commission that with the resignation of Commissioner Neustadt, the next semi-annual recruitment for a new Water Commissioner would occur in May and June with appointment effective July 2013.
  3. **COMMENTS BY THE PUBLIC:** None.
  4. **MEETING MINUTES, MARCH 11, 2013:** MOTION (Ruiz/Birney 3-0-1, with Keller abstaining): to approve the minutes as submitted.
  5. **COMMERCIAL INDUSTRIAL INCENTIVES:** Ms. Jordan reviewed the draft administrative procedures and identified the approximate ten highest water using CII customers in the City as the category eligible for these commercial industrial incentives. MOTION (Keller/Ruiz 4-0-0): to concur with the staff recommendation.
  6. **WATER DEMONSTRATION GARDENS:** Ms. Ward and Ms. Jordan discussed the four demonstration gardens in the City and explained the type of water usage, irrigation, and plant materials used in the various gardens.
  7. **ACCOUNT CONTINUANCE FEES:** Commissioner Birney suggested that Reserved Capacity Fee better describes the intent of the fee. This item will be brought back to the Water Commission at the next meeting in order for the Water Commissioners to review and make a recommendation on the revised and updated administrative procedures.
  8. **GIBRALTAR BATHYMETRIC STUDY:** Ms. Taylor explained that the 2013 Bathymetric Study at Gibraltar is a requirement under the Pass Through Agreement. Council will be requested to approve the purchase order for this study on April 9, 2013.
  9. **WATER CAPITAL PROJECTS UPDATE:** Ms. Taylor updated the Water Commission on the status of the Corporate Yard Well, the Cater Ozone Project, and the Ortega Groundwater Treatment Project.
  10. **WASTEWATER CAPITAL PROJECTS UPDATE:** Mr. Toth updated the Water Commission on the seven wastewater capital projects that are currently in design or construction. Staff will prepare a technical memorandum on denitrification and how it improves the secondary treatment process.
  11. **WASTEWATER RATE STUDY UPDATE:** The consultant V & A will begin flow composite sampling to provide the local data for the relative strengths found among the various categories of residential and commercial wastewater discharge. After this data has been obtained, staff will coordinate with Raftelis who will use the data in their development of the proposed rate structure.
  12. **EL ESTERO COMPLIANCE LETTER:** Mr. Toth reviewed the handout that detailed the issues associated with the penalties from the NPDES Permit violations.

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- 13. COLLECTION SYSTEM ANNUAL REPORT:** Three reports were submitted to Channelkeeper in March 2013. The reports were the Collection System Annual Report, the Exfiltration Abatement Plan and the Sanitary Overflow Reduction Plan. Staff highlighted the work completed in 2012. The annual reports will be presented to Council on April 30, 2013.
- 14. WATER RESOURCES MANAGER'S REPORT:** Ms. Bjork distributed and reviewed the Monthly Water Resources report on water production, rainfall, and wastewater influent. It has been a very dry year to date but water demand is low and is attributed to people trying to conserve water. Gibraltar is expected to go dry this year which will give staff an opportunity to complete needed work to this reservoir. Pass Through Modeling will be a topic at the next Water Commission meeting.
- 15. DATE OF NEXT SCHEDULED MEETING:** It was confirmed that the next meeting was scheduled for Monday, May 13, 2013, at 3:00 p.m.

The meeting was adjourned at 5:10 p.m.