



**MINUTES**  
**Board of Water Commissioners**  
Water Resources Conference Room  
619 Garden Street, 3rd. floor  
**Monday, March 11, 2013, at 3:00 p.m.**

- COMMISSIONERS PRESENT: James Smith, Landon Neustadt, Russell Ruiz, Megan Birney
- COMMISSIONERS ABSENT: Barry Keller
- COUNCIL LIAISON PRESENT: Harwood "Bendy" White arrived at 3:40 p.m.
- STAFF PRESENT: Rebecca Bjork, Water Resources Manager; Cathy Taylor, Water System Manager; Chris Toth, Wastewater System Manager, Theresa Lancy, Water Resources Specialist; Joshua Haggmark, Principal Civil Engineer; Anne Van Belkom, Administrative Assistant
- PUBLIC: Jeff Barry, GSI Water Solutions; Kristin Klein, RDN
1. **CALL TO ORDER:** The meeting was called to order at 3:01 p.m.
  2. **CHANGES TO THE AGENDA:** None
  3. **COMMENTS BY THE PUBLIC:** None.
  4. **MEETING MINUTES, FEBRUARY 11, 2013:** MOTION (Ruiz/Smith 4-0-0): to approve the minutes as submitted.
  5. **RATTLESNAKE CREEK SEWER CROSSING EMERGENCY REPAIR:** Mr. Haggmark explained why the emergency repair was needed and how the required emergency permit restricted the actual scope of repairs. MOTION (Birney/Ruiz 4-0-0): to support staff's recommendation to Council.
  6. **WATER CAPITAL PROJECTS UPDATE:** Ms. Taylor updated the Water Commission on the Ozone Project, the Ortega Groundwater Treatment Project, and the Corporate Yard Well Project.
  7. **EMERGENCY PURCHASE ORDER FOR EL ESTERO EQUIPMENT REPAIR:** Mr. Toth described the problems that required the immediate refurbishment of the Digester Heat Exchanger units. MOTION (Neustadt/Birney 4-0-0): to support staff's recommendation to Council.
  8. **WASTEWATER CAPITAL PROJECTS UPDATE:** Mr. Toth updated Water Commissioners on Wastewater Treatment and Wastewater Collection Capital Projects. Commissioner Ruiz recommended that staff provide adequate notice to ChannelKeeper for the presentation of the annual report on Collection System Performance to Council.
  9. **EL ESTERO COMPLIANCE LETTER:** Mr. Toth explained that the City has received a notice of mandatory minimum penalties from the Regional Water Quality Control Board. He described the nature of the penalties and how the penalties were assessed. Commissioner Ruiz asked staff to provide a more comprehensive written report to the Water Commission.
  10. **OPERATING BUDGET:** Ms. Bjork compared the amended budget for FY13 with the projected budget for FY14. A more detailed budget report will be presented to the Water Commission at their April meeting.
  11. **ACCOUNT CONTINUATION FEE:** Ms. Lancy explained that when customer accounts are inactive for an extended period of time and no fees are paid for water and wastewater system fixed costs, the account is effectively being subsidized by other rate payers. Ms. Lancy asked the Water Commission for their input on how to collect fees to address this issue. Staff will return to the Water Commission next month with a draft policy that would allow a six month grace period, along with the availability of a waiver for special circumstances.
  12. **GUIDELINES FOR ADVISORY GROUPS AND ETHICS TRAINING:** Ms. Bjork reminded Water Commissioners of their requirement to attend the annual Advisory Meeting. The City Attorney's Office will be sending out notices of the meeting date and location.

Minutes - Board of Water Commissioners  
Monday, March 11, 2013

**13. WATER RESOURCES MANAGER'S REPORT:** Ms. Bjork distributed and reviewed the Monthly Water Resources report on water production, rainfall, and wastewater influent. February has been an unusually dry month. Two new forms have been included in the monthly Manager's Report handout: 1) A one-month outlook precipitation and temperature probability forecast, and 2) An end of month reservoir summary for Gibraltar and Cachuma Reservoirs. Commissioner Ruiz suggested that staff take a proactive stance in requiring the use of recycled water for the golf course project at the Montecito Country Club, which he understands is now being redesigned. Ms. Bjork will check on the current status of this previously approved project.

**14. DATE OF NEXT SCHEDULED MEETING:** It was confirmed that the next meeting was scheduled for Monday, April 8, 2013, at 3:00 p.m.

The meeting was adjourned at 4:40 p.m.

Approved: April 8, 2013