



## MINUTES

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

- COMMISSIONERS PRESENT: Russell Ruiz, James Smith, Mike Kielborn
- COMMISSIONERS ABSENT: Megan Birney, Barry Keller
- COUNCIL LIAISON PRESENT: Harwood "Bendy" White
- STAFF PRESENT: Michele DeCant, PW Business Manager; Rebecca Bjork, Water Resources Manager; Chris Toth, Wastewater System Manager; Matt Ward, Water Distribution Superintendent; Bob Roebuck, Project Manager II; Kelley Dyer, Water Supply Analyst; Amanda Flesse, Supervising Civil Engineer; Anne Van Belkom, Administrative Assistant
- PUBLIC: Charles Hamilton, Carpinteria Valley Water District; Ichiko Kido, RDN; Jeff Barry, GSI; James Massie; Steve Little
- 1. CALL TO ORDER:** The meeting was called to order at 3:02 p.m.
  - 2. CHANGES TO THE AGENDA:** Agenda Item #11 was withdrawn and will be included in next month's agenda.
  - 3. COMMENTS BY THE PUBLIC:** Mr. Little handed out samples of water lines damaged by wildlife in order to indicate how water loss could occur while irrigating avocado groves. He also advocated the benefits of having adequately watered avocado groves to assist in preventing the spread of wild fires.
  - 4. MEETING MINUTES, JULY 8, 2013:** MOTION (Smith/Kielborn 3-0-0): to approve the minutes as submitted.
  - 5. CONTRACT FOR WASTEWATER COLLECTION SYSTEM MODEL UPDATES:** Mr. Toth explained that the existing computer model only included large diameter pipe but that this new project would add all small diameter pipe to the current model. This item is expected to be presented to Council on October 1, 2013. MOTION (Smith/Kielborn 3-0-0): to concur with staff's recommendation.
  - 6. CONTRACT FOR WATER SYSTEM MODEL UPDATES:** Ms. Flesse informed the Water Commission that this project would calibrate and update the existing model to represent the water system as it is in its current state. The project would also include staff training. MOTION (Smith/Kielborn 3-0-0): to concur with staff's recommendation.
  - 7. WATER LOSS UPDATE:** Mr. Ward reviewed the Water Loss Data Analysis handout and further explained the various categories of water loss and the steps being taken to minimize those losses.
  - 8. INCREASE AUTHORIZATIONS FOR GIBRALTAR PASS THROUGH AGREEMENT IMPLEMENTATION:** Ms. Dyer summarized the history of the Gibraltar Pass Through Agreement and explained why the City needs to obtain a Warren Act Contract. The requested additional funds will allow the consultant to continue to assist the City with computer modeling and documentation needed to finalize this process and will fund the work of U.S. Bureau of Reclamation Staff in the drafting of the Environmental Assessment and Warren Act Contract documents. Commissioner Ruiz asked that Water Commissioners receive copies of the Pass Through Environmental Assessment when it is completed. MOTION (Smith/Kielborn 3-0-0): to concur with staff's recommendation.
  - 9. WATER SUPPLY PLANNING FOR WATER YEAR 13/14:** Ms. Dyer reviewed the water supply plan and management strategies for the 2014 Water Year (October 1 – September 31), and answered Commissioners' questions. Councilmember White wants to make sure that public noticing regarding water conservation is well thought out in terms of message and tone, and that such noticing is proactive with the required information.
  - 10. UPDATE ON CACHUMA WATER RIGHTS ISSUES:** The SWRCB Order and the Biological Opinion are both still pending. The draft SWRCB order is tentatively scheduled to be ready by December 2013 while the Biological Opinion should be available sometime in Oct-Nov 2013.

- 11. CONTRACT FOR HYDROELECTRIC PLANT RECOMMISSIONING:** This agenda item was postponed until the October 14th meeting.
- 12. CONTRACT FOR DESIGN SERVICES FOR SURGE TANK REMOVAL PROJECT:** Mr. Roebuck explained how it is in the best interest of the City to remove the surge tank, vacate all excess portions of the 1919 waterline easement, and quitclaim the City's interest in a 1968 road easement. MOTION (Smith/Kielborn 3-0-0): to concur with staff's recommendation.
- 13. FISCAL YEAR 2013 SUMMARY:** Handouts of the preliminary, FY 13 (year-end) financial statements listed revenues and expenditures for the Water and the Wastewater funds. For both funds, year- end revenues were above expected while year-end expenses were below projected. The additional funds will add to Reserve Above Policy as well as to the Rate Stabilization Fund which offers protection for meeting future debt coverage ratios. Also discussed were the Capital projects planned for FY14 and FY15.
- 14. WATER RESOURCES MANAGER'S REPORT:** Ms. Bjork distributed and reviewed the Monthly Water Resources report on water production, rainfall, and wastewater treatment. She informed the Water Commission that to avoid possible conflict of interest issues, Commissioner Kielborn will need to recuse himself from all discussions regarding projects involving Canon Engineering, if this firm submits a proposal to the City for an upcoming project. If this firm does submit a proposal, there will also not be any Water Commissioners include in the group reviewing the proposals that were received.
- 15. DATE OF NEXT SCHEDULED MEETING:** It was confirmed that the next meeting is scheduled for Monday, October 14, at 3:00 p.m.

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

Approved: October 14, 2013