



Water Commission Agenda Special Meeting

August 17, 2017

Administrative Item 3a - Work session for Water Commissioners and staff to discuss Commission roles, responsibilities, and future meeting agenda items.

Introduction and Background - (20 minutes)

- 1) Introduction by Chair Davis and Joshua Haggmark
- 2) Review City Charter requirements (Attachment 1)
- 3) Review adopted Water Commission Roles and Responsibilities (Attachment 2)
- 4) Potential Upcoming Major Workload Items (Attachment 3)

Work Session discussion – (1 hour 40 minutes)

Chair Davis will facilitate identification of potential topics and hold an open discussion of the selected topics with Commission members and Staff

Next Steps

Identify follow-up actions

Next Meeting

Thursday, September 21, 2017, at 9:00 am, David Gebhard Public Meeting Room, 630 Garden Street (Parking Lot Side Entrance)

**Santa Barbara
City Charter**

Article VIII

APPOINTIVE BOARDS AND COMMISSIONS

Section 800. In General.

There shall be the following named advisory boards and commissions which shall have the powers and duties herein stated. In addition, the City Council may create by ordinance such additional advisory boards or commissions as in its judgment are required, and may specify the number of members thereof, their terms and manner of appointment, and may grant to them such powers and duties as are consistent with the provisions of this Charter.

Section 801. Appropriations.

The City Council shall include in its annual budget such appropriations of funds as in its opinion shall be sufficient for the efficient and proper functioning of such boards and commissions. It also may by ordinance fix and establish the compensation, if any, to be paid to members of any such boards or commissions.

Section 804. Meetings. Chairman.

As soon as practicable, following the first day of July of every year, each of such boards and commissions shall organize by electing one (1) of its members to serve as presiding officer at the pleasure of the board or commission. All meetings of said boards and commissions shall be open to the public and all persons shall be permitted to attend such meetings, except that the provisions of this sentence shall not apply to executive sessions to consider the appointment, employment, discipline or dismissal of a public officer or employee or to hear complaints or charges against any such officer or employee.

The City Administrator shall designate a recording secretary for each of such boards and commissions who need not be a member of such board or commission, and who shall keep a record of its proceedings and transactions. Each board or commission may prescribe its own rules and regulations, which shall be subject to the approval of the City Council. Copies of such rules shall be kept on file in the Office of the City Clerk where they shall be available for public inspection.

Section 805. Oaths. Affirmations.

Each member of any such board or commission, and the secretary thereof, shall have the power to administer oaths and affirmations in any investigation or proceeding pending before such board or commission.

Section 813. Board of Water Commissioners. Powers and Duties.

There shall be a Board of Water Commissioners consisting of five (5) members which shall have the power and duty to:

(a) Recommend and act in an advisory capacity to the City Council in all matters pertaining to the management, extension and operation of the Water Department and water facilities of the City, as the same may now or hereafter exist, including the development, production, distribution and use of water, the construction, improvement, erection, installation, maintenance and operation of all buildings, dams, reservoirs, structures, accessories, equipment, utilities, appliances and facilities relating to the said Water Department and water facilities thereof.

(b) Recommend to the City Council plans, rules and regulations pertaining to any of the matters listed in (a) above, or to the fixing of rates, tolls, fees, rents, charges or other payments to be made to or by the City in connection with said Water Department or water system or the use or operation thereof or of anything accessory thereto or connected therewith including the distribution, use and consumption of water.

(c) Consider the annual budget for the Water Department during the process of its preparation and make recommendations with respect thereto to the City Council and City Administrator.

- (d) Make recommendations to the City Council regarding the desirable qualifications and duties of the Superintendent of Water Works, or other head of the Water Department.
- (e) Make recommendations to the City Council concerning the acquisition, disposition or repair of equipment, facilities, equipment and supplies relating to the Water Department or water system.
- (f) Perform such other functions or duties, not inconsistent with this Charter, as may be prescribed by ordinance.

Role and Responsibility of Water Commission

The following information was generated to provide clarity to Council, Water Commission and staff on what subjects require a Council briefing/discussion ahead of Water Commission. In addition, several additional actions were also agreed upon to enhance the effectiveness of Water Commission. This information was reviewed, discussed, and agreed upon at a meeting on September 12, 2016 with the following in attendance:

- Helene Schneider, Mayor
- Mike Kielborn, Chair of Water Commission
- Dave Davis, Vice Chair of Water Commission
- Paul Casey, City Administrator
- Rebecca Bjork, Public Works Director
- Joshua Haggmark, Water Resources Manager

Summary of Discussion:

Items to Water Commission for input, information, or policy recommendations to Council

- Water use regulations
- Budget development and Capital Improvement Plan
- FY 18 Water Rates
- Water and Wastewater Buy-in Fees
- Operational actions being taken to try and prevent Water Quality issues
- Water Main program
- Gibraltar Pass-through
- Sub-metering/Master Metering
- Supplemental Water Purchases
- Cachuma Master Contract Renewal
- Drought Public Information Management
- Recycled Water production and plant operations

Items to Water Commission *after* written briefing sent to Council

- Desal status
- Desal Expansion
- State Water Rights Order
- Biological Opinion
- Cachuma pipeline extension

Items to be addressed with Council directly:

- Water Sales Agreement with Montecito Water District
- Wastewater Consent Decree
- Drought related Water Quality violations
- Any potential or active litigation

Enhanced Water Commission Effectiveness:

- The Council Liaison will attend Water Commission meetings as often as possible
- A representative from the City Attorney's Office will be in attendance at Water Commission meetings
- The Water Supply Manager/Water Resources Manager will provide a regular briefing to Water Commission on COMB, CCRB and CCWA issues.
- Continue monthly briefings with Council Liaison and Water Commission Chair. At the discretion of the Council Liaison and Water Commission Chair, include the Vice Chair for enhanced discussion and improved succession planning.
- Items covered in drought updates to Council will be in accordance with the communication strategy outlined above.

Note: This information was subsequently reviewed and discussed at the October 20, 2016 Water Commission meeting.



August 17, 2017

Major Workload Items for Fiscal Year 2018

- a. Water and Wastewater Capacity Fees
- b. Wastewater Rates
- c. Changes in Individual Metering Requirements
 - i. Private Sub-Metering
 - ii. Axillary Dwelling Units
- d. Water Main Replacement Program
- e. Meter Replacement Program
- f. Groundwater Sustainability Agency
- g. Drought
- h. Desal
- i. El Estero WWTP Master Plan
- j. Public Outreach – Information and Tours
- k. Collection System Consent Decree
- l. Grant Funding
- m. Sale of Excess Recycled Water
- n. Pass-Through Agreement –Warren Act Contract
- o. Water Quality Impacts
 - i. Wildfires – Rey and Whittier Fire
 - ii. Low Surface Water Reservoir Levels
 - iii. Low System Demands
 - iv. Desal
- p. Cachuma Contract Renewal
- q. New Cachuma Biological Opinion
- r. Final State Water Rights Order for the Cachuma Project

Future Workload Items - Not budgeted for this Fiscal Year

- s. Water System Master Plan
- t. Advanced Metering Infrastructure
- u. Long-Term Water Supply Plan
- v. Renewable Energy Projects
- w. Enhanced Public Outreach