



**CITY OF SANTA BARBARA  
WATER COMMISSION  
MINUTES  
SPECIAL MEETING**

**Thursday, August 18, 2022  
9:00 a.m. – 12:00 p.m.**

**David Gebhard Public Meeting Room, 630 Garden Street  
SantaBarbaraCA.gov/WC**

- COMMISSIONERS PRESENT:** Dave Davis, Cora Kammeyer, Arturo Keller, Lindsay Coony, Jeffrey Young
- COMMISSIONERS ABSENT:** All commissioners present.
- COUNCIL LIAISON PRESENT:** Kristen Sneddon and Eric Friedman
- STAFF PRESENT:** Joshua Haggmark, Water Resources Manager; Amanda Flesse, Wastewater System Manager; Catherine Taylor, Water Supply and Services Manager; Matt Ward, Water System Manager; Clifford Maurer, Public Works Director; Daniel S. Hentschke, Assistant City Attorney IV; Andrew Rhodes, Water Treatment Superintendent; Hammurabi Days, Water Distribution Superintendent; Theresa Lancy, Water Service Superintendent; Gary J. Harris, Wastewater Collection System Superintendent; Gaylen Fair, Water Quality Superintendent; Philip Maldonado, Interim Principal Engineer; Carson Wollert, Supervising Engineer; Alelia Parenteau, Energy and Climate Program Manager; George Johnson, Creeks Supervisor; Cameron Benson, Creeks Restoration Clean Water Manager; Dakota Corey, Administrative Analyst II; Madeline Wood, Water Conservation Coordinator; Gabriele Cook, Water Resources Financial Officer; Lia Monaco, Water Commission Secretary.
- PUBLIC:** Berlinda Blackburn and Ethan Shenkman
- 1. CALL TO ORDER:** Chair Young called the meeting to order at 9:01 a.m.
- 2. ROLL CALL:** All Commissioners present.
- 3. CHANGES TO AGENDA:** None.
- 4. PUBLIC COMMENT:** None.
- 5. CONSENT ITEMS:**
- a. Meeting Minutes:** Approval of Minutes – July 21, 2022  
Joshua Haggmark, Water Resources Manager
- Motion to approve the consent calendar with a minor edit to item 5 to state the appointment of Commissioner Young as Chair and Commissioner Coony as Vice-Chair, and a minor edit to item 6b to correct the spelling of Commissioner Kammeyer's last name.
- Approved (Davis/Keller, 5:0:0.)
- 6. ADMINISTRATIVE ITEMS:**
- a. Review of Water Commission Role & Responsibility (10 minutes)**
- The Commission reviewed the Water Commission Role and Responsibility document as outlined in the Staff Report. See attached redlined version reflecting the input of the Commission.

**b. Water Resources Workload Highlights for Fiscal Year 2023 (100 minutes)**

Water Resources staff presented workload highlights for the Water Resources Fiscal Year 2023 and answered questions from the Commission.

**Meeting adjourned at 11:36 a.m.**

**DATE OF NEXT REGULAR MEETING:**

**Thursday, October 20, 2022 at 9:00 a.m., David Gebhard Public Meeting Room, 630 Garden Street**

## **Role and Responsibility of Water Commission**

The following information was generated to provide clarity to the City Council, the Water Commission, and staff on what subjects require a Council briefing/discussion ahead of Water Commission meetings. In addition, several additional actions were also agreed upon to enhance the effectiveness of the Water Commission. This effort was initiated in September 2016 between the Water Commission's Chair and Vice-Chair, and the Mayor and Council Liaison to the Water Commission. This document was agreed to be updated annually at the Water Commission Work Session.

### **Summary of Discussion:**

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

- [Drought Response](#)
- Water use regulations
- Budget development and Capital Improvement Plan
- Water and wastewater rates
- Water and wastewater capacity fees
- Water and wastewater operational changes that significantly alter water quality
- Water Distribution Program updates:
  - meters
  - reservoirs
  - pump stations
  - mains
- Gibraltar Pass-through Agreement
- Supplemental water purchases
- Cachuma Master Contract Renewal
- Public outreach
- Recycled water production and plant operations
- Water supply planning (i.e., long-term water supply planning updates)
- Water and wastewater infrastructure planning
- Permit violations – fineable offenses
- Sewer Lateral Inspection Program – program development and enhancements
- Interagency water negotiation collaboration

#### **Routine Work Items that will not go to Water Commission but require Council action:**

- Renewal of Recycled Water User Agreements
- Easements for water and wastewater infrastructure
- Routine contracts for services (chemicals and materials)
- Authorizations to apply for grants
- Authorization to apply for loans

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

- Desal status
- Desal expansion
- State Water Rights Order
- Biological opinions
- Cachuma Pipeline Extension

**Items to be addressed with Council directly:**

- 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 the Water Commission on Central Coast Water Authority (CCWA), Cachuma Operation and Maintenance Board (COMB), and Cachuma Conservation Release Board (CCRB) issues.
- Hold monthly briefings with the Council Liaison and the Water Commission Chair and 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.
- Two-person Water Commission Ad-Hoc groups for enhanced engagement as needed by staff.
  - Examples:
    - Water and Wastewater Rates
    - Long-Term Water Supply Plan
    - Cachuma Contract Renewal
- For Administrative Items that are heard at Water Commission before a Council action and that receive from the Commission a detailed motion, both the vote and the motion will be included in the Council Agenda Report under a special section and heading labeled "Water Commission Recommendation."
- Incorporation of a detailed motion by the Water Commission in a Council Agenda Report will require a delay in the current report routing schedule. Council Agenda Packets are published on Thursdays, the same day as Water Commission meetings. Therefore, staff will strive to schedule Council items for the second Tuesday Council meeting after the Water Commission meeting. This will ensure sufficient time for staff to add the detailed motion of the Water Commission to the Council Agenda Report.
- In the case where there is a staff presentation to Council, a slide summarizing the Water Commission's motion will be included.
- In special cases where the item is unable to be delayed to the second Tuesday after the Water Commission meeting, staff will inform the Water Commission as part of the staff presentation and encourage Commissioners to attend the Council meeting to convey their comments. Staff will also send an email to Council containing the detailed motion as voted upon by the Commission prior to the Council meeting.
- If no detailed motion is provided, a simple summary of the vote will be included in the Council Agenda Report per the current practice.
- Designate a Commissioner to attend the Council meeting if needed to explain the Commission's recommendation.