



UTILITIES TASK FORCE REGULAR MEETING MINUTES Thursday, December 17, 2009

A. **Roll Call.** Chair Dean Maulhardt called the meeting to order at approximately 11:40 a.m.

Task Force Members Present.

Dean Maulhardt, Chair, Councilmember, City of Oxnard
Thomas Holden, Task Force Member; Mayor, City of Oxnard

Task Force Members Absent.

None

Others Present.

Eden Alomeri, Assistant City Treasurer, City of Oxnard
Karen Burnham, Assistant City Manager, City of Oxnard
Jim Cameron, Chief Financial Officer, City of Oxnard
Bruce Dandy, Purchasing Manager, City of Oxnard
Grant Dunne, Management Analyst, City of Oxnard
Anthony Emmert, Water Resources Manager, City of Oxnard
Alan Holmberg, City Attorney
Jeanine Hutton, Management Analyst, City of Oxnard
Michelle Johnson, Administrative Services Manager
Grace Magistrale-Hoffman, Deputy City Manager, City of Oxnard
Thien Ng, Senior Engineer, City of Oxnard
Mark S. Norris, Assistant Public Works Director, City of Oxnard
Ken Ortega, Public Works Director, City of Oxnard
Mark Pumford, Technical Services Manager, City of Oxnard
Janis Synnes, Administrative Technician, City of Oxnard

B. **Approval of Minutes.** The Task Force approved the minutes from the Utilities Task Force meeting of the October 1, 2009 regular meeting.

C. **Public Comment.** None.

D. Branch Manager's Reports

1. **GREAT Program Recycled Water Project Update.** Ken Ortega, Public Works Director, and Anthony Emmert, Water Resources Manager, provided a brief update on the GREAT Program Recycled Water Project.
2. **Stormwater NPDES Permit Implementation Update.** Mark Pumford, Technical Services Manager, provided an update on the implementation of the Countywide Stormwater Quality Program National Pollutant Discharge Elimination System permit.
3. **Three-Cart Program Update.** The Task Force directed staff to reschedule this item to the next regular Utilities Task Force Meeting.
4. **Report on Calleguas Municipal Water District Rate Increase.** Mr. Emmert provided an update on the implementation of the pass-through water rate increase due to the significantly-increased unit cost of water purchased from Calleguas Municipal Water District (CMWD). He

shared that the major factor affecting the unit cost of the water is the loss of water from the California State Water Project and the need for Metropolitan Water District of Southern California, the supplier of water to CMWD, to procure water from more expensive alternative sources.

5. **Del Norte Gate Fees Update.** The Task Force directed staff to reschedule this item to the next regular Utilities Task Force Meeting.
6. **Comprehensive Utilities Rate Study Update.** Michelle Johnson, Administrative Services Manager, provided a brief update on implementation of the rate increases associated with the Comprehensive Utilities Rate Study, including examples of commercial customers and associated rate increases.

E. **Old Business – None.**

F. **New Business.**

1. **Draft Sewer System Management Plan Update.** Mr. Pumford provided a brief update on the Draft Sewer System Management Plan. The Task Force directed staff to bring the Plan to the City Council for adoption.
2. **Report on U.S. 101/Rice Santa Clara Interchange Project and Oxnard Conduit Shutdown.** Mr. Emmert reported that Development Services and Public Works Departments are working with the Interchange project designer to prepare a shutdown plan for the Oxnard Conduit that will minimize negative impacts upon the City of Oxnard's blending stations, the Port Hueneme Water Agency and Procter & Gamble.
3. **Calendar for 2010.** The Task Force adopted the meeting calendar for 2010.

G. **Adjournment.** Chair Maulhardt adjourned the meeting at approximately 12:55 p.m.