



## UTILITIES TASK FORCE SPECIAL MEETING MINUTES Thursday, May 08, 2008

A. **Roll Call.** Chair Dean Maulhardt called the meeting to order at approximately 11:45 a.m.

**Task Force Members Present.**

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

**Task Force Members Absent.**

None

**Others Present.**

Karen Burnham, Assistant City Manager, City of Oxnard  
Gary Gillig, City Attorney, City of Oxnard  
Jim Cameron, Chief Financial Officer, City of Oxnard  
Ken Ortega, Public Works Director, City of Oxnard  
Christina Aerenlund, Public Information Officer, City of Oxnard  
Rob Roshanian, Development Services Manager, City of Oxnard  
Mark Norris, Asst. Public Works Director, City of Oxnard  
Lou Balderrama, Design & Construction Services Manager, City of Oxnard  
Michelle Romney, Administrative Services Manager, City of Oxnard  
Dennis Scala, Acting Environmental Services Manager, City of Oxnard  
Daniel Rydberg, Capital Projects Manager, City of Oxnard  
Anthony Emmert, Water Resources Manager, City of Oxnard  
Mark Pumford, Technical Services Manager, City of Oxnard  
Thien Ng, Senior Engineer, City of Oxnard  
Grant Dunne, Management Analyst, City of Oxnard  
Janis Synnes, Administrative Technician, City of Oxnard  
Robert J. Saperstein, Brownstein, Hyatt, Farber & Schreck, LLP  
Randy Krueger, Black and Veatch  
Tess Wallace, Boyle Engineering  
Mary Vorissis, CH<sub>2</sub>M Hill  
Doris O'Connell, Saviers Road Design Team  
Bill Terry, Saviers Road Design Team

B. **Approval of Minutes.** The Task Force approved the minutes from the Utilities Task Force meeting of the March 20, 2008 regular meeting.

C. **Public Comment.** None.

D. **Director/Manager Reports.**

1. **Blending Station No. 1 Projects Construction Status Report – 251 South Hayes Avenue.** Anthony Emmert, Water Resources Manager, provided a status report on the project construction. He stated that the Blending Station No. 1 and associated facilities are

scheduled for operational start-up in August 2008, and operator training is scheduled to start in late May 2008, with a dedication event scheduled for late September 2008.

2. **Advanced Water Purification Facility (AWPF) Design Status Report – Perkins Road South of Hueneme Road.** Mr. Emmert provided a status report on the project. He stated that the City has awarded the major treatment equipment systems to Pall (microfiltration), Membrane Systems (reverse osmosis), and Trojan (ultraviolet), and that staff would be working with vendor representatives to construct the proof pilot test facilities over the next few months. Mr. Emmert stated that the approved agreements will be assigned to the general engineering contractor for the AWPF in early 2009. He also reported that CH2M Hill has completed the Title 22 Engineering Report, and that CH2M Hill staff and City staff have met with California Regional Water Quality Control Board (CRWQCB) staff and submitted the report, and are scheduled to meet with California Department of Public Health to hold a similar meeting in the near future. Mr. Emmert also stated that the CRWQCB approved the City's National Pollutant Discharge Elimination System (NPDES) permit for the Wastewater Treatment Plant, including provisions for blending membrane concentrate from the AWPF with the plant effluent prior to discharge to the Pacific Ocean via the City's ocean outfall.
3. **Headworks Project Construction Status Report.** Mark Norris, Assistant Public Works Director, and Mr. Emmert provided a status report on the project. Mr. Norris stated that ARB has completed start-up testing and operator training and is currently decommissioning the existing headworks facility. Mr. Emmert stated that the project is scheduled to be completed in July 2008, with a dedication event in August 2008.
4. **Septic Conversion Project and Financial Assistance Program Status Report.** Mr. Norris and Mr. Emmert provided a status report on the project. Mr. Emmert reported that the CRWQCB has not approved a time extension on the discharge ban for septic systems in the Forebay Groundwater Basin area, but that CRWQCB staff did not intend to initiate notices of violation to property owners, due to the significant progress the City has made in extending the wastewater collection system into the area. Mr. Emmert stated that the City has submitted certified California Environmental Quality Act (CEQA) documents to the California State Water Resources Control Board (CSWRCB) grants staff to review and approve, and that once approval is received, the City is ready to bid the work in the College Park tract of the Rio Lindo Neighborhood. He stated that, once started, the work should be able to be completed within a few months, thus completing the Septic Conversion Project. Mr. Norris stated that the City has continued its efforts to inform property owners regarding the financial assistance program by multiple mailings, door-to-door visits, and three Saturday workshops. He stated that, to date, 259 properties are enrolled in the program, 110 properties have paid regular fees and not take advantage of the program, and a significant number of property owners have not responded to the City's invitations. Mr. Norris stated that staff intends to continue the program until such time as work is completed on the College Park tract portion of the project, and then discontinue offering the financial assistance.

#### **E. New Business.**

1. **Wastewater Collection System Master Plan Update.** Lou Balderrama, Design & Construction Services Manager, provided a summary of the recently-completed Wastewater Collection System Master Plan. He stated that the Master Plan utilized computerized hydraulic modeling software to better predict the impacts of planned development contained in the City's current General Plan. Mr. Balderrama explained that it includes recommendations for improvements to the collection system due to age and deterioration of materials and recommendations for improvements to accommodate planned development projects. Mr. Norris stated that the City's impact fees paid by developers are intended to offset the costs of the capacity improvements. Ken Ortega, Public Works Director, stated that the Department will be bringing a comprehensive rate study to the Task Force within the next few months that will address needed changes to impact fees.

2. **Ventura Countywide Stormwater Quality National Pollutant Discharge Elimination System (NPDES) Permit Update.** Mark Pumford, Technical Services Manager, provided an update on the development of this permit. He stated that CRWQCB staff continues to resist discussions regarding modifications to the draft permit that would make it less prescriptive and would allow the continuance of successful best management practices and monitoring in Ventura County. He stated that there continued to be good cooperation between elected officials, agencies staff and members of the business community to press for a more practical permit, and that a public workshop in Ventura County would be likely within the next few months.
3. **Water Campus Master Space Plan Update, 251 South Hayes Avenue.** Mr. Ortega and Mr. Emmert provided an overview and status report of the various projects associated with the Water Campus Master Space Plan. The Task Force directed staff to bring back a more detailed report at a future meeting.
4. **Recycled Water Distribution System Update, Hueneme Road and Ventura Road.** Mr. Ortega and Mr. Emmert provided a status report on the design of the Recycled Water Distribution System Phase I. Mr. Emmert stated that the project will involve slip-lining the abandoned trunk sewers along Hueneme Road and Ventura Road to approximately Doris Avenue, pipe-bursting from Doris Avenue to Gonzales Road, and traditional open-cut pipeline work from Gonzales Road to U.S. 101. He stated that staff has continued discussion with several potential anchor customers, including the Weyerhaeuser Hueneme Mill recycled paperboard plant on Perkins Road, and the River Ridge Golf Club. Mr. Emmert reported that staff will continue to work with potential recycled water customers to achieve full subscription to the first 6.25 million gallons per day of high-quality recycled water product from the AWPf.
5. **Mandalay Bay Assessment District Work Plan Update.** Mr. Ortega provided an overview of the Mandalay Bay Assessment District Work Plan and alternatives to finance the plan's implementation. The Task Force received the report and recommended staff to present it to the City Council at an upcoming meeting.

**F. Old Business.**

1. **Ocean View Municipal Water District Update.** Mr. Emmert provided an update on the status of the project, stating that the Local Agency Formation Commission (LAFCO) approved the dissolution, conducted the required appeal process, and recorded the dissolution with the County Recorder. Mr. Emmert stated that the next step will be for the City to initiate a project to upgrade the water services and meters on the Ocean View System, in order to ensure that customers are accurately billed for water used. He stated that staff will bring the specifications and estimate to the City Council within the next few weeks.
2. **Residential Collection Three Cart Program Update.** Dennis Scala, Environmental Resources Manager, and Grant Dunne, Management Analyst, provided an update on the implementation of the Residential Collection Three-Cart Program. Mr. Scala stated that the roll-out distribution is approximately 13% complete, to date, with very few complaints. He stated that the majority of concerns were regarding either limited yardwaste capacity or limited space to store the three carts. Mr. Scala shared that Environmental Resources Division staff were able to provide additional yardwaste carts to customers with large lots. He also stated that staff had initiated an inspection program for properties that do not have yards and would therefore not generate significant yard waste, and would allow staff to collect these carts, thus reducing the need to store a third cart that serves little purpose.

3. **Dempsey Road Mutual Water Company Issues Affecting Blackstock North Neighborhood -- Saviers Road and Channel Islands Boulevard Area.** Mr. Ortega reported that the Public Works Department continues to work with the Community Development Department to secure funds to assist Dempsey Road Mutual Water Company shareholders to annex to the Calleguas Municipal Water District and Metropolitan Water District of Southern California and to begin receiving water from the City of Oxnard's water system.

G. **Adjournment.** Chair Maulhardt adjourned the meeting at approximately 12:50 p.m.