



# Water Services Advisory Commission

Oasis Water Campus  
7070 W. Northern Avenue  
February 4, 2015  
6:00 P.M.

## FINAL MINUTES

- I. **CALL TO ORDER** – 6:00 p.m.
- II. **ROLL CALL:** Present: Chair Ron Short, Vice-chair Jonathan Liebman, Commissioners Robert Gehl, John Sipple, and Robin Berryhill
- Absent: Commissioners Roger Schwierjohn and Ruth Faulls
- Staff: Craig Johnson, John Henny, Dr. Doug Kupel, Javier Setovich, Amanda McKeever, Dan Hatch, Mark Fortkamp, Tom Gill, James J. Williams, Anthony Weathersby, Thomas Relucio, Teresa Hernandez, and Sally Melling, Recording Secretary
- III. **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**
- Approval of the Final Minutes, January 7, 2015 meeting - Motion for approval made by Comm. Sipple, seconded by Vice-Chair Liebman. **APPROVED 5-0**
- IV. **EXECUTIVE DIRECTOR'S REPORT** – Craig Johnson, P.E., Executive Director

Mr. Johnson welcomed Commissioner Berryhill.

Mr. Johnson reported on Super Bowl activities to the WSAC. He was pleased to report that this Super Bowl was uneventful for Water Services due to how well it was planned. Arizona is garnering great feedback. He reported that the Water Services Department (WSD) was heavily involved in the success of the outcome and the measure of success was determined because no one knew WSD staff was there. The Pro Bowl was equally successful and prepared staff for the big event. Mr. Johnson presented the additional steps taken to prepare for both of the events. No water or sewer issue calls were received related to either the Pro Bowl or the Super Bowl. Chair Short asked how many additional gallons of water were used. Mr. Johnson stated for the Pro Bowl it was approximately 200,000 gallons and the additional water used for the Super Bowl was approximately 550,000 gallons. These figures were for both the football stadium and residential use. He explained average football Sunday use citywide is roughly 24 million gallons; for the Super Bowl the citywide total was up to 24.5 million gallons.

In response to Comm. Gehl's question, Mr. Johnson explained that the Tourism Authority pays the water bill. Chairman Short asked about overtime for the stand-by staff and Mr. Johnson stated the amount was less than \$5,000 to cover the overtime cost.

Comm. Sipple asked if the department was able to garner any information from previous host cities' experiences in order to prepare for the event. Mr. Johnson explained that the Super Bowl committee held informational meetings in 2008 with Glendale staff who met with other host cities staff. All information gathered at those meetings was distributed to departments for their use. Mr. Johnson explained that logistically the Super Bowl is not greatly different from Arizona Cardinals football games which are always sold-out. Extra effort was expended for the Super Bowl, however, since Glendale was on the world stage.

Mr. Johnson informed the Commission that a membership roster for every board and commission was placed on each respective website listing the members' names and term dates. He advised that no personal contact information, other than staff liaison Amanda McKeever's, was posted on the website. This was done to increase transparency efforts and to mirror the practices of other jurisdictions.

Mr. Johnson informed the Commission that the department's draft budget has been submitted to the City Manager. A meeting date of March 4 has been set to explain the department's budget needs. Once that is over, information can be presented to the Commission. There is no planned rate increase in the FY 2015/16 budget. This is the fifth year without a rate increase. Mr. Johnson clarified that all capital improvement projects are being paid for by cash and no bonds are being sold to finance those projects. He explained that the City has recently gone through debt refinancing and saved \$14.3 million.

Mr. Johnson provided details on Councilmember Aldama's district meeting held on Wednesday January 28. He explained that thirty-one people attended including Comm. Gehl, Sipple, Berryhill, and Chairman Short. Also attending were representatives from Salt River Irrigation and Salt River Project. Councilmember Aldama was pleased with the meeting and the information presented. The most frequently asked questions were about how the assessment fees are determined. Interested parties were invited to attend a follow up meeting held at Oasis on February 4 to further clarify information. Several people attended. The Water Services Department will put out a newsletter to inform possible customers within the area. This is felt to be a better alternative with broader range than hanging door tags, which is another option. Follow up information will also be distributed in Councilmember Aldama's newsletter.

Comm. Sipple asked how many potential new customers the planned newsletter might bring in. Mr. Johnson stated there are 468 available sites within the 23 mile system and there are currently approximately 350 customers.

Mr. Johnson updated the Commission on the Water Services Centennial celebration. The proclamation was presented at the January 27 City Council voting meeting. He explained that Chairman Short was present to accept the proclamation in addition to several Water Services employees and members of the Sine family. A traveling display has been created to inform citizens of Glendale of key water history events. A logo has been developed and other plans are in the works to memorialize this historic occasion.

**Action: No action required, information only**

**V. CONSUMER CONFIDENCE REPORT INFORMATION FOLLOW-UP FROM DECEMBER 3, 2014 MEETING**

Based on a request from the Commission, Doug Kupel, Ph.D., Deputy Director, and James J. Williams, Water Quality Laboratory Manager provided additional information to the Commission about the Consumer Confidence Report (CCR).

Mr. Williams walked the Commission through the process on how to read and understand the CCR. He explained the defined terms and each of the elements of the water quality analysis table. He also addressed questions on sampling requirements, disinfection byproducts, and any possible upcoming regulation changes.

**Action: No action required, information only**

**VI. WATER SERVICES ADVISORY COMMISSION RETREAT**

Mr. Johnson informed the Commission that Ms. Shannon Rodriguez-Yaeggi with the Human Resources Department is pleased to facilitate the upcoming retreat.

Mr. Johnson briefly presented some of the topics tentatively scheduled for the retreat. He also explained a refresher on the public meeting law requirements and conflict of interest and ethics training will be provided by the City Attorney's Office.

Mr. Johnson clarified that the roughly three and a half hour retreat will take the place of the regularly scheduled WSAC evening meeting and would probably be best started sometime in the late afternoon. Comm. Gehl was concerned that the Budget meeting on March 4 would conflict with the City Manager and might cause problems. Chairman Short suggested the retreat take place on April 1 at approximately 3:30 p.m. with other items being presented in March. This suggestion which was agreed upon by all.

**VII. CALL TO THE AUDIENCE**

None.

**VIII. FUTURE AGENDA ITEMS**

Chairman Short asked if the topics for the March meeting would be budget information and urban irrigation. Mr. Johnson replied the budget would be on the March agenda and urban irrigation could be on the agenda as well. He explained since no rate increases will be sought for fiscal year 2015/16, there is no set timeline for action to be taken regarding urban irrigation and there is less pressure to address the issue in the immediate future.

Mr. Johnson then reviewed past topics requested by the Commission: Colorado River drought update, CDBG grant opportunities, City of Glendale grants administrator update, site security measures, and a General Plan update.

Chairman Short stated his interest in having Mr. Gilbert Lopez discuss any possible CDBG grants available for urban irrigation as soon as possible. Also, Chairman Short requested that urban irrigation be placed on the March agenda for discussion only. In addition, Chairman Short

mentioned a desire to have a presentation on the General Plan Update at a future meeting; Dr. Kupel promised to look into this and report back.

**IX. NEXT MEETING:** March 4, 2015, 6 p.m.

**X. ADJOURNMENT** – Motion to adjourn was made by Vice-chair Liebman, seconded by Comm. Sipple. **MOTION APPROVED 5-0** by voice vote. The meeting adjourned at 7:38 p.m.

Respectfully submitted,  
Sally Melling, Recording Secretary