

**CITY OF LONG BEACH  
WATER COMMISSION  
MINUTES**

**THURSDAY, JULY 2, 2020  
VIA TELECONFERENCE/WEB, 9:00 AM**

Harry Saltzgaver, President  
Frank Martinez, Vice President  
Arthur Levine, Secretary



Robert Shannon, Commissioner  
Gloria Cordero, Commissioner

Christopher J. Garner, General Manager

Richard Anthony, Deputy City Attorney

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**SPECIAL MEETING**

**FINISHED AGENDA & DRAFT MINUTES**

The Water Commission minutes are prepared and ordered to correspond to the Water Commission agenda. Agenda items can be taken out of order during the meeting.

The agenda items were considered in the order presented.

**CALL TO ORDER**

The Board of Water Commission special meeting was called to order by President Saltzgaver at 9:00 A.M. This special meeting was held via teleconference pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom.

**ROLL CALL**

Executive Assistant to the Board, Sandra Fox took the roll call and confirmed a quorum.

Also present: Christopher J. Garner, General Manager; B. Anatole Falagan, Assistant General Manager; Tai Tseng, Assistant General Manager - Operations; Sean Crumby, Deputy General Manager - Engineering; Sandra Fox, Executive Assistant to the Board.

**Commissioners** Frank Martinez, Robert Shannon, Gloria Cordero, Art Levine and  
**Present:** Harry Saltzgaver

## **PUBLIC COMMENT**

1. [20-114WA](#) July 2, 2020 Board of Water Commission meeting public comments

President Saltzgaver opened the public comment period and asked if any written public comment had been received. Ms. Fox advised no written public comment had been received for the July 2, 2020 Board meeting. President Saltzgaver then inquired if there was any public on the line who would like to speak. Hearing none, he closed the public comment period.

## **PRESIDENT'S REPORT**

No report.

## **GENERAL MANAGER'S REPORT**

Mr. Garner advised that the department had experienced it's first COVID positive employee in the Sewer section. He advised this had been reported to the Health Department and they are monitoring the employee to be sure he isolates at home, and they have instituted contact tracing to determine who may have been exposed or had contact with this employee. He advised until any other employees have been notified by the Health Department that they may have an exposure they are expected to report to work.

Commissioner Martinez spoke.

## **REGULAR AGENDA**

2. [20-115WA](#) Recommendation to authorize the General Manager to execute a first-year renewal option and issue a Purchase Order with Sepko Industries, Inc. for an amount not to exceed \$10,000, for printing services for one year with the option to renew one additional one (1) year period at the same annual rate.

BUREAU: Public Affairs

President Saltzgaver advised that items 2. - 5. were about the same topic

and asked the City Attorney if they could be covered by one motion,

The City Attorney responded yes.

Ms. Weatherly provided the staff report for agenda items 2. - 5.

President Saltzgaver called for any public comment. Hearing none he called for Commissioner comments or questions.

Commissioner Cordero inquired about the various printing vendor's expertise.

Ms. Weatherly responded.

**A motion was made by Levine, seconded by Commissioner Martinez, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Frank Martinez, Robert Shannon, Gloria Cordero, Art Levine and Harry Saltzgaver

**3. [20-116WA](#)**

Recommendation to authorize the General Manager to execute a first-year renewal option and issue a Purchase Order with iColor for an amount not to exceed \$10,000, for printing services for one year with the option to renew one additional one (1) year period at the same annual rate.

BUREAU: Public Affairs

See action under agenda item 2. One motion was made for items 2. - 5.

**A motion was made by Levine, seconded by Commissioner Martinez, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Frank Martinez, Robert Shannon, Gloria Cordero, Art Levine and Harry Saltzgaver

**4. [20-117WA](#)**

Recommendation to authorize the General Manager to execute a first-year renewal option and issue a Purchase Order with Alliance Printing Associates for an amount not to exceed \$20,000, for printing services for one year with the option to renew one additional one (1)

year period at the same annual rate.

BUREAU: Public Affairs

See action under agenda item 2. One motion was made for items 2. - 5.

**A motion was made by Levine, seconded by Commissioner Martinez, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Frank Martinez, Robert Shannon, Gloria Cordero, Art Levine and Harry Saltzgaver

5. [20-118WA](#)

Recommendation to authorize the General Manager to execute a first-year renewal option and issue a Purchase Order with Speed Pro for an amount not to exceed \$20,000, for printing services for one year with the option to renew one additional one (1) year period at the same annual rate.

BUREAU: Public Affairs

See action under agenda item 2. One motion was made for items 2. - 5.

**A motion was made by Levine, seconded by Commissioner Martinez, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Frank Martinez, Robert Shannon, Gloria Cordero, Art Levine and Harry Saltzgaver

6. [20-119WA](#)

Recommendation to authorize the General Manager to execute transfer payment(s) to the City of Long Beach, Fleet Services Bureau for the removal of the underground fuel storage tanks at the Operations Services Yard with new aboveground fuel tanks, in an amount not to exceed \$1,200,215.

BUREAU: Operations

Mr. Tseng provided the staff report regarding this item.

This meeting was paused while the President attempted to resolve technical

issues with his connection.

Several Board members made comments unrelated to the agenda while the President was attempting to log back into the meeting.

Commissioner Martinez inquired if the department had needed to decontaminate any of the areas/or vehicles the COVID positive staff member had visited or used. Mr. Garner advised decontamination procedures had been utilized.

President Salzgaver called into the meeting and the staff report by Mr. Tseng was completed.

President Salzgaver called for any public comment. Hearing none he called for any Commission questions or comments regarding this item.

Commissioner Martinez inquired why there had only been one respondent.

Mr. Tseng responded, that staff is hearing that the reluctance for some bidders to respond is related to PLA requirements.

Mr. Anthony advised he was not aware of any city-wide, or staff effort to revise the PLA guidelines.

Mr. Crumby commented on the PLA guidelines and how the Long Beach Water Department is currently administering their PLA.

Commissioner Martinez asked how long ago these tanks had been installed; whether there had been a breach discovered that may have resulted in a plume; and if so how far had that plume traveled.

Mr. Tseng responded. He noted no leakage or contaminated soil had been discovered.

Commissioner Levine asked what the risk of failure was with this tank.

Mr. Tseng responded.

Mr. Garner commented on the settlement the City had entered into to mitigate the problem with these kinds of tanks, which included replacement of any of these types of tanks on city property.

Commissioner Levine inquired about the timeline for removing the tank.

Mr. Tseng responded.

**A motion was made by Commissioner Martinez, seconded by Commissioner Cordero, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Frank Martinez, Robert Shannon, Gloria Cordero, Art Levine and Harry Saltzgaver

7. [20-120WA](#)

Recommendation to Authorize the General Manager to execute an amendment to Agreement WD-3488 Purchase Order No. 21911499 with JIG Consultants, to increase fees to provide Construction Management and Inspection Services for the Large Potable Water Valve Replacement Project - 2016 Redondo Avenue and Kilroy Airport Way, Long Beach Groundwater Treatment Plant (EO-3329), by \$128,250, to an amount not-to-exceed \$285,000.

BUREAU: Engineering

Mr. Verceles provided the staff report and background on this project.

President Saltzgaver noted that this project had already been completed.

President Saltzgaver called for any public comment. Hearing none he called for Commission comments.

Commissioner Shannon inquired why staff had not come to the Board before the project was completed.

Mr. Verceles responded.

Commissioner Shannon again asked why this had not been brought to the Board sooner.

Mr. Crumby responded.

Commissioner Martinez also expressed concern regarding the delay in staff not bringing this item to the Board before the project was completed.

Mr. Crumby provided further explanation regarding this project.

President Saltzgaver also commented about the delay in bringing this item to the Board.

**A motion was made by Commissioner Shannon, seconded by Levine, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Frank Martinez, Robert Shannon, Gloria Cordero, Art Levine and Harry Saltzgaver

8. [20-121WA](#)

Report regarding communications and engagement research.

BUREAU: Public Affairs

Ms. Weatherly and Ms. Venter provided a verbal report regarding the department's Communications and Engagement Research.

Ms. Weatherly reviewed the goals of the Communications Plan: 1) Improve overall communications and engagement efforts; 2) Developed in line with The Strategic Plan Guiding principle - Collaborate with stakeholders to advance the interests of the Long Beach Water Department.

Ms. Venter reviewed the following: 1) Communications Plan Project phases; 2) Research process; 3) Findings of Communications audit; 3) Communications Tone & Style; 4) Branding and design; 5) Social Media

She provided information gained from the customer survey of 1,500 respondents; one-on-one interviews; and focus groups regarding the following topics: 1) Overall impression of LBWD; 2) Satisfaction with staff, management and Commission; 3) Satisfaction with Customer Service; 4) Department mission; 5) Department as an information source; 6) Concerns about water issues and personal responsibility; 7) Department communications.

The following topics were listed as what was going well per the respondents: 1) Water quality; 2) Customer service; 3) Water conservation; 4) Good communications

The areas noted as needing improvement were: 1) Understanding water bill 2) Affordability of rates; 3) Trust and Measure M; 4) Crisis and construction communication

Ms. Weatherly provided closing comments. She advised the next steps were: 1) July 2nd - Board presentation regarding research finds, and incorporate Board feedback; 2) In-person Board workshop - to be determined when Health Order allows; 3) Consultant and Public Affairs team - develop remainder of plan (strategies, tactics, etc.); 4) Additional Board update; 5) Implementation of plan

The Board members made general comments and suggestions regarding the report.

Commissioner Cordero asked Ms. Weatherly and Ms. Venter what they hoped to achieve with this plan.

Ms. Weatherly and Ms. Venter responded.

Commissioner Levine inquired about using Water Ambassadors as the department had done in the past.

Ms. Weatherly noted that as Commissioner Cordero had mentioned it would be good to follow-up with the people who attended MWD Inspection trips and use them in the community as Water Ambassadors once COVID restrictions had been lifted.

Mr. Garner spoke about the previous LBWD Water Ambassador program.

Commissioner Shannon advised he had lost his computer connection due to a low battery, so had rejoined the meeting via telephone.

Mr. Falagan provided closing remarks regarding the presentation and made general comments regarding the various LBWD communication components. He thanked Ms. Weatherly and Ms. Venter for their efforts on working on the Communication plan while they were also serving at the City' Joint Information Center in response to the COVID crisis.

## **CONSIDER STANDING COMMITTEE REFERRALS**

President Saltzgaver called for any Standing Committee referrals.

Hearing none he moved on in the agenda.



## **NEW BUSINESS**

President Saltzgaver called for any new business. Hearing none he moved on to adjournment.

## **ADJOURNMENT**

President Saltzgaver read the Closed session item into the record:

### **CLOSED SESSION:**

Pursuant to Section 54956.8 of the California Government Code regarding a conference with the Board's real property negotiator.

Property: That certain parcel bounded on the north by Cover Street; on the east by Heineman Avenue; and on the south and west by the Long Beach Airport. APN 7149-001-052; 7149-003-010; 7149-016-001 through 004; 7149-006 and 007.

Board's Negotiator: Christopher Garner, General Manager

Negotiating Partners: Board of Water Commissioners of the City of Long Beach and the Boeing Company.

Under Negotiation: Price and Terms

He called for any public comment.

Hearing none he adjourned the Special meeting at 10:29 A.M. to the Closed Session.

The Closed session was called to order at 10:31 A.M. and a roll call was taken. All Commissioners were present.

The Closed session was adjourned at 10:41 A.M.

President Saltzgaver called the July 2, 2020 Special meeting back into session at 10:42 A.M. He advised he had nothing to report from the closed session.

He adjourned the Special meeting to the July 23, 2020 regular meeting that will be held via teleconference/web.

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