

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, APRIL 21, 2011
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:35 p.m. Mayor's Conference Room

Board Member Swinth and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

ROLL CALL

Present (7) Chairman Dowd, Vice Chair Gale, Board Members Carney, Galvin, Lowry, Meechan and Swinth

6.1 BID AWARD – FERRIC CHLORIDE DELIVERY

MOTION:

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

No statements of abstention were made.

Vice Chair Gale moved a motion to award a two-year contract with three one-year renewal options, for the delivery of Ferric Chloride to the Laguna Wastewater and West College Treatment Facilities, to the lowest responsive and responsible bidder, Kemira Water Solutions, Inc. of Lawrence, KS, in the total amount of \$310,980. The motion was seconded by Board Member Swinth and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

STUDY SESSION

3.1 BUDGET STRATEGIES FOR REVENUE SHORTFALLS / OVERAGES

Linda Reed, Administrative Services Officer and David Guhin, Deputy Director, Engineering Services presented proposed guidelines for budget changes to be enacted if revenues do not meet projections. The Board then provided direction to staff.

6.2 CONTRACT CANCELLATION – CENTRALIZED CASHIERING SYSTEM SOFTWARE AND SERVICES

Adjourn study session and reconvene to open session in City Council Chamber at approximately 3:15 p.m.

Eric McHenry, Chief Technology Officer provided a brief presentation.

MOTION:

MINUTES APPROVAL

Board Member Lowry moved approval of the minutes for April 7, 2011. The motion was seconded by Board Member Galvin and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

Vice Chair Gale moved a motion to defer this item until after a study session at which time it could be brought forward for a vote. The motion was seconded by Board Member Lowry. AYES (2) NO (5) Dowd, Carney, Galvin, Meechan and Swinth ABSENT (0) ABSTAIN (0)

STAFF BRIEFINGS

MOTION:

5.1 GRAYWATER SYSTEM WORKSHOP AND REBATE UPDATE

Susie Murray, Water Conservation Technician presented an update on the Water Use Efficiency Graywater System Rebate Program.

Board Member Galvin moved a motion to cancel contract number 8959 for centralized cashiering software and services with System Innovators, a Division of N. Harris Computer Corporation, Jacksonville, FL, and authorize the Purchasing Agent to sign a termination for convenience letter. The motion was seconded by Board Member Meechan. AYES (6) NO (1) Gale ABSENT (0) ABSTAIN (0)

CONSENT ITEMS

MOTION:

Vice Chair Gale moved a motion to removed item 6.2 from the Consent calendar for discussion. The motion was seconded by

REPORT ITEMS

7.1 REPORT – FY 2011/12 WATER AND LOCAL WASTEWATER BUDGET REVIEW

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Linda Reed, Administrative Services Officer gave the staff presentation.

MOTION:

Vice Chair Gale moved to approve Resolution No. 995 entitled "Resolution of the Board of Public Utilities Recommending that the Santa Rosa City Council Approve the Proposed 2011/12 Department of Utilities Water Budget, Including the Water Capital Improvement Program Budget." The motion was seconded by Board Member Galvin. AYES (4) NO (3) Lowry, Meechan, Swinth ABSENT (0) ABSTAIN (0)

MOTION:

Vice Chair Gale moved to approve Resolution No. 996 entitled "Resolution of the Board of Public Utilities Recommending that the Santa Rosa City Council Approve the Proposed 2011/12 Department of Utilities Local Wastewater Budget, Including the Local Wastewater Capital Improvement Program Budget." The motion was seconded by Board Member Carney. AYES (6) NO (1) Meechan ABSENT (0) ABSTAIN (0)

MOTION:

Vice Chair Gale moved to approve Resolution No. 997 entitled "Resolution of the Board of Public Utilities Recommending that the Santa Rosa City Council Approve the Proposed 2011/12 Department of Utilities Local Wastewater Budget, Including the Local Wastewater Capital Improvement Program Budget." The motion was seconded by Board Member Galvin. AYES (5) NO (0) ABSENT (0) ABSTAIN (2) Carney, Meechan

7.2 REPORT – WATER SUPPLY UPDATE

Glen Wright, Deputy Director Water Resources presented an update on various water supply topics.

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE

9. REFERRALS - NONE

10. WRITTEN COMMUNICATION (And

Possible Board Action) - NONE

11. SUBCOMMITTEE REPORTS

Vice Chair Gale reported on the Budget Review Subcommittee.

12. BOARD MEMBER REPORTS

Chairman Dowd reported on the Earth Day Fair.

13. DIRECTORS REPORT

Miles Ferris, Director of Utilities reported on City Council / BPU Orientation; an increase in water meter requests; the passing of a recently retired operator, Alan Rickman; the activities of the Legislative Committee.

16. ADJOURNMENT OF MEETING

At 5:23 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, May 5, 2011 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

Richard Dowd

Gina Perez