

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, AUGUST 19, 2010  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

1:30 p.m. City Council Chamber

**ROLL CALL**

Present (4) Chairman Dowd, Vice Chair Gale,  
Board Members Dean and Holt

Absent (3) Board Members Galvin, Meechan  
and Swinth

Chairman Dowd requested a motion to  
approve adding an agenda item to discuss the  
Board reorganization. The motion was made  
by Vice Chair Gale, seconded by Board  
Member Dean and carried unanimously.  
AYES (4) NO (0) ABSTAIN (0) ABSENT (3)  
Galvin, Meechan, Swinth

Chairman Dowd welcomed Board Member  
Dean back to the BPU to fill the short term  
vacancy left by Board Member Lowe. Board  
Member Dean thanked the Board for the  
warm welcome. Chairman Dowd thanked  
Board Member Lowe, for among other things,  
his work as Vice Chair and Chair of the Water  
Conservation Subcommittee. The Board  
shared their thoughts about Mr. Lowe and  
Chairman Dowd presented him with a water  
meter acknowledging his time and  
commitment to the Board and the community.  
Chairman Dowd also announced that Mr.  
Lowe has agreed to stay on as a volunteer  
participating on the departments' Steering  
Team Committee.

Mr. Lowe spoke about his time on the BPU,  
acknowledged all of the hard work the board  
puts in that goes unnoticed and thanked the  
members for doing the right things for the right  
reasons. He talked about his time serving on  
the Steering Team and expressed  
appreciation for the stellar work that staff  
does, going above and beyond to get the job  
done.

Ross Liscum spoke about his 18 years as a  
BPU member and recognized Mr. Lowe for his  
passion and stated he looks forward to  
working with Mr. Lowe as a member of the  
Fair Board.

**STATEMENTS OF ABSTENTION BY BOARD  
MEMBERS**

Board Member Dean stated that she would be  
abstaining from the approval of the July 17,  
2010 minutes because she was not a member  
of the Board during that meeting.

**MINUTES APPROVAL**

The approval of the minutes from July 17,  
2010 will be moved to the next meeting due to  
a lack of a quorum.

**CONSENT ITEMS**

Chairman Dowd requested a motion to  
remove item 4.1 from the consent calendar to  
allow for discussion. The motion was made  
by Board Member Holt, seconded by Board  
Member Dean and carried unanimously.  
AYES (4) NO (0) ABSTAIN (0) ABSENT (3)  
Galvin, Meechan and Swinth

**4.1 APPROVE AMENDMENT NO.1 TO  
PROFESSIONAL SERVICES AGREEMENT  
WITH MADDAUS WATER MANAGEMENT  
FOR PREPARATION OF 2010 URBAN  
WATER MANAGEMENT PLAN WATER  
DEMAND ANALYSIS AND WATER  
CONSERVATION MEASURES UPDATE**

Jennifer Burke, Senior Water Resources  
Planner, discussed the terms of the  
agreement and proposed amendment that  
includes additional technical support at a  
shared cost of \$10,000. Board Member Holt  
talked about the draft deliverables and the  
schedule for work and review by all of the  
water contractors. A report on the demand  
projections and conservation analysis will be  
included as an appendix to the Urban Water  
Management Plan.

**MOTION:**

Vice Chair Gale moved a motion to approve  
Amendment No.1 to the Professional Services  
Agreement with Maddaus Water Management  
in the amount of \$10,000 for preparation of  
2010 Urban Water Management Plan Water  
Demand Analysis and Water Conservation  
Measure Update. The motion was seconded  
by Board Member Holt and carried  
unanimously. AYES (4) NO (0) ABSENT (3)  
Galvin, Meechan, Swinth ABSTAIN (0)

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REPORT ITEMS

**5.1 AWARD WASTEWATER CIP PROJECT NO. 1376-SONAR INSPECTION OF SELECT TRUNK SEWER LOCATIONS & TRUNK SIPHONS**

Danielle DuGre', Associate Civil Engineer, gave the staff presentation. She explained that while Inflow & Infiltration crews are able to inspect sewer mains that are 24 inches or less, trunk lines and siphons require specialized sonar inspections. She identified the inspection locations and the benefits of conducting such inspections. Ms. DuGre' discussed the Request for Proposals screening process, highlighting the selection criteria and qualifications of AquaCoustic Remote Technologies. The project schedule and deliverables were then reviewed. Vice Chair Gale requested clarification of the funding source with David Guhin, Deputy Director Engineering Services responding that no reserve funds will be used to fund this project and that this project was listed in Year 2 of the 5 year Capital Improvement Program. Due to the positive bidding climate, funds became available and the project was able to move forward ahead of schedule. Vice Chair Gale requested that future staff reports should provide funding information.

MOTION:

Vice Chair Gale moved a motion to conditionally approve the award of the CIP Project 1376 – Sonar Trunk Sewer Main Inspection contract to AquaCoustic Remote Technologies, Inc. and authorize the expenditure of \$330,311.63 for the contract and a 10% contingency from Account No. 7142 based on California Secretary of State business license approval. The motion was seconded by Board Member Dean and carried unanimously. AYES (4) NO (0) ABSENT (3) Galvin, Meechan, Swinth ABSTAIN (0)

**5.2 WATER SUPPLY UPDATE**

Glen Wright, Deputy Director Water Resources reported that Lake Mendocino is currently at 97,349 acre feet measuring 87.7% of the water supply pool and 79.5% of total

capacity. Inflow is 157 cubic feet per second (cfs) and outflow is 204 cfs. Lake Sonoma is currently at 228,393 acre feet measuring 93.2% of the water supply pool and 60% of total capacity. Inflow is 13 cfs and out flow is 111 cfs. Flows in the river have been measured at the Hacienda Bridge at 147 cfs. Lake Pillsbury has 62,432 acre feet measuring 83.3% of the water supply pool. At Van Arsdale there are 130 cfs going down the Eel River and 20 cfs going to Potter Valley.

Mr. Wright reported that the Agreement between the City of Cotati and Santa Rosa has been completed. The agreement is for \$25,000 and work will include approximately 120 inside and outside audits in Cotati over a 2 year period. The City cost has been based on a fully burdened employee rate. Mr. Wright then reported that the final test yield on the Martha Way test well was about 1,000 gpm and staff continues to site for more test wells. He then showed the Water Use Charts for July and a high efficiency toilet rebate participation chart.

**8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE**

**9. REFERRALS - NONE**

**10. WRITTEN COMMUNICATION (And Possible Board Action) - NONE**

**11. SUBCOMMITTEE REPORTS**

Board Member Holt reported that the Water Conservation Subcommittee is scheduled to meet on the 2<sup>nd</sup> Tuesday of the month. They will be discussing the State Board Order 2010 and the Urban Water Management Plan. Board Member Holt further reported that the Request for Proposals panel that he has been participating on for the Laguna Treatment Plant Assessment will be meeting on August 31, 2010.

**12. BOARD MEMBER REPORTS**

Vice Chair Gale reported on his participation on the Steering Team. He explained that he has missed several meetings and that the continuity of Mr. Lowe attending will be important.

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**13. DIRECTORS REPORT**

Mr. Wright reported on the Safe Medicine Disposal Program. 2010 total is 4,396 pounds of pharmaceuticals collected. The total for 2009 was 4,492 pounds and 2008 was 2,552 pounds.

Greg Scoles, Deputy Director provided a brief update on the Oakmont discussions. Staff met with Oakmont HOA, Golf Club and the Golf Course to modify supply 2 weeks ago. The Group met yesterday to discuss a potential interim agreement that would allow us to eliminate the operation of the Treatment Plant. Mr. Scoles added that the meetings have been very productive and he was pleased with the collaborative process. He was hopeful that a draft proposal could come forward in the coming weeks. Chairman Dowd reported that with the departure of Mr. Scoles, Dan Carlson, Deputy Director Utility Operations would assume the negotiating responsibilities. Board Member Holt asked that a property title search be completed prior to entering into any new agreements. Chairman Dowd thanked Mr. Scoles for all of his work to get to this point and added that this was Mr. Scoles' last meeting.

**14. ADJOURNMENT OF MEETING**

At 2:43 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, September 2, 2010 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

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Richard Dowd

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Gina Perez