

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, APRIL 16, 2009  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

1:30 p.m. City Council Chamber

MOTION:

**ROLL CALL**

Present (7) Chairman Dowd, Vice Chair Swinth, Board Members Gale, Galvin, Holt, Lowe and Meechan (arrived at 1:42 p.m.)

Vice Chair Swinth moved to approve Resolution No. 949 entitled "Resolution of the Board of Public Utilities Waiving Competitive Bidding and Authorizing the Award of a Sole Source Purchase Order for an Agitated Compost Turner Rebuild to Longwood Manufacturing Corporation". The motion was seconded by Board Member Galvin and carried unanimously. AYES (6) NO (0) ABSENT (1) Meechan ABSTAIN (0)

**STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

Board Member Lowe stated he would be abstaining from the approval of the minutes of April 2, 2009 because he was absent from that meeting.

**REPORT ITEMS**

**STUDY SESSION - NONE**

**7.1 REPORT – AMENDMENT TO SUB-GRANTEE AGREEMENT FOR STATE PROPOSITION 50 GRANT FUNDS FOR THE RECYCLED WATER PILOT PROJECT**

**MINUTES APPROVAL**

Board Member Galvin moved approval of the minutes of April 2, 2009. The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (1) Meechan ABSTAIN (1) Lowe

Jennifer Burke, Senior Water Resources Planner gave the staff presentation and provided an overview of Proposition 50 and the North Coast Integrated Regional Water Management Plan (IRWMP) process. The Santa Rosa Project, "Sonoma County Water Recycling and Habitat Preservation Program – Phase 2a" was recommended for and received funding in December 2007. The project is focused on Urban Reuse and the grant is funding the construction of the Santa Rosa Urban Reuse Pilot Project. Proposition 50 funding was also allocated to the Monte Rio Community Wastewater Plant project but the Sonoma County Board of Supervisors has cancelled the project and therefore the funds would not be utilized. The North Coast Policy Review Panel recommended that \$3 million of the grant funds be re-allocated to the Santa Rosa Project. Ms. Burke discussed the Amendment which would reallocate the \$3 million to the Santa Rosa Project, increase the matching funds commitment, allow the grant funds to be used for construction and Planning/Design/Engineering/Environmental documents and it would fund a further expansion of the pilot project.

**PRESENTATION – WATER REUSE CUSTOMER OF THE YEAR AWARD TO RICHARD AND SARA LEE KUNDE**

Randy Piazza, Reclamation Superintendent acknowledged Richard and Sara Lee Kunde for being a proponent of recycled water and presented them with the 2008 Water Reuse Association Recycled Water Agricultural Customer of the Year Award. They have been using recycled water since 1992, initially to supplement their well water but have since evolved to use watering their 260 acres of premium wine grapes. Sara Lee Kunde accepted the award and stated that she appreciated having the recycled water available especially today when it was used for frost protection for their vines. Board Member Lowe thanked Ms. Kunde for being a steward of recycled water and a role model for the Russian River area and the agricultural community.

**CONSENT ITEMS**

Brenda Adelman, Russian River Watershed Protection Committee, provided background information regarding the Monte Rio Project, stated that the costs kept rising and caused the project to be cancelled and noted that other small communities are facing a similar

**6.1 WAIVER OF COMPETITIVE BIDDING – SOLE SOURCE COMPOST TURNER REBUILD**

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situation.

MOTION:

Vice Chair Swinth moved to approve Resolution No. 950 entitled "Resolution of the Board of Public Utilities Approving the "Proposition 50 Sub-Grantee Agreement Between the County of Humboldt and the City of Santa Rosa for the Project Entitled: Sonoma County Water Recycling and Habitat Preservation Program – Phase 2A, Amended February 9, 2009" and Authorizing the Chair to Sign." The motion was seconded by Board Member Lowe and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

7.2 REPORT – RECOMMENDATION TO CITY COUNCIL THAT IT APPROVE THE FINAL SANITARY SEWER MANAGEMENT PLAN (SSMP) REQUIRED BY THE STATE WATER RESOURCES CONTROL BOARD ORDER NO. 2006-0003-STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS (WDR) FOR SANITARY SEWER SYSTEMS

M.J. Oliveri, Interim Professional gave the staff presentation and stated that the State Board adopted the Waste Discharge Requirements (WDR) for sanitary sewer systems to provide a consistent statewide approach to reducing sanitary sewer overflows. She discussed the eleven elements within the City's SSMP and the compliance schedule that followed. The final SSMP is complete and ready for online certification after BPU and City Council approval.

MOTION:

Vice Chair Swinth moved to approve Resolution No. 951 entitled "Resolution of the Board of Public Utilities Recommending Approval by City Council of the Final Sanitary Sewer Management Plan as Required by the State Water Resources Control Board Order No. 2006-0003-Statewide General Waste Discharge Requirements (WDR) for Sanitary Sewer Systems." The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

7.3 REPORT – FY2009/10 SUBREGIONAL WATER REUSE SYSTEM OPERATIONS AND CAPITAL BUDGET REVIEW

Linda Reed, Administrative Services Officer gave the staff presentation and showed a timeline of the Subregional budget review to date. She explained that the overall request was flat compared to the previous year's approved budget. A brief review of the operating and maintenance expenditure request was provided, highlighting areas that showed major increases or decreases. The \$900,000 cash funded Capital Improvement Project expenditure request was presented and Ms. Reed noted that the system is still spending 2008 bond funds on long range projects. She identified the Agency user contributions and explained that the Technical Advisory Committee had recommended approval of the budget request on April 1, 2009. In addition, the Board reviewed the budget in detail, during a Study Session on April 2, 2009. Vice Chair Swinth, Chair of the Budget Subcommittee, stated that the Budget Subcommittee felt comfortable with the budget request as presented and will continue to meet with staff on a quarterly basis to stay up to date with any changes.

MOTION:

Vice Chair Swinth moved to approve Resolution No. 952 entitled "Resolution of the Board of Public Utilities Recommending that the Santa Rosa City Council Approve the Preliminary FY 2009/10 Budget for the Subregional Water Reuse System and the Proposed Operations and Debt Service Allocation of Costs". The motion was seconded by Board Member Gale and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

7.4 REPORT – FY2009/10 WATER AND LOCAL WASTEWATER BUDGET REVIEW

Ms. Reed gave the staff presentation and showed a timeline of the Water and Local Wastewater budget review to date. She explained that both the water and wastewater fund operating and maintenance requests were down compared to the previous year's approved budget. A brief review of the

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operating and maintenance expenditure request was provided, highlighting areas that showed major increases or decreases. The four new position requests were reviewed; 2 limited term positions for the Water Conservation division, 1 limited term position for Project Development and 1 permanent position for Demand Management. Ms. Reed then reviewed the Capital Improvement Project (CIP) expenditure requests and noted that the Water request was down 12% and the Wastewater request was down 22% from 2008/09. Graphs identifying the Utilities CIP water and sewer projects for 2009/10, the types of projects that will be completed and the percentage of funding to be used were presented. Ms. Reed explained that the proposed budget was substantially less than required to meet the Board's CIP infrastructure replacement goals but that staff believes that this is an extraordinary year and the funding reductions will be temporary. Vice Chair Swinth, Chair of the Budget Subcommittee, stated that the Budget Subcommittee had reviewed the budget and recommended approval to the full Board and City Council, asked that the subcommittee meet to review revenues and expenditures on a quarterly basis and requested that staff follow up with a fall rate study. Ms. Reed added that staff will bring additional projects forward for approval as additional funding becomes available through grants and/or stimulus money.

**MOTION:**

Vice Chair Swinth moved to approve Resolution No. 953 entitled "Resolution of the Board of Public Utilities Recommending that the Santa Rosa City Council Approve the Proposed 2009/10 Department of Utilities Water and Local Wastewater Budgets, Including the Water and Local Wastewater Capital Improvement Program Budgets". The motion was seconded by Board Member Gale and carried as follows. AYES (6) NO (1) Meechan ABSENT (0) ABSTAIN (0)

**7.5 WATER SUPPLY UPDATE**

Glen Wright, Deputy Director Water Resources reported that Lake Sonoma was 92.9% full and Lake Mendocino was 61.5%

full. He then reported that the Sonoma County Water Agency submitted a petition to the State Water Resources Control Board on April 6, 2009 and the State Board approved their request to reduce flows in the Russian River from Lake Mendocino to the confluents of Dry Creek. He outlined the flow restrictions included in the order and noted that it also included restrictions to the irrigation of commercial turf. The Water Advisory Committee has scheduled an emergency meeting in Rohnert Park at 9am to discuss the order. Mr. Wright stated that the Board of Supervisors meeting agenda for April 28, 2009, is reported to have an item from the Water Agency to discuss a Water Transmission Temporary Impairment item that would shut down various collector wells and pump stations which will have the effect of reducing flows to the south transmission aqueduct.

Dan Carlson reported on the recycled water storage and operations curve and stated that while supply continues to be on track, it will require careful coordination with the various users to ensure there is sufficient supply.

**8. PUBLIC COMMENTS ON NON-AGENDA MATTERS**

Richard Canini expressed concern about water and sewer money being spent for redevelopment projects and requested a formal response to written comments submitted on April 2, 2009.

**9. REFERRALS**

**10. WRITTEN COMMUNICATION (And Possible Board Action)**

**11. SUBCOMMITTEE REPORTS**

Board Member Holt reported that the Water Conservation Subcommittee met on April 14, 2009 and the Water Conservation awards will be presented at the May 5, 2009 City Council meeting.

**12. BOARD MEMBER REPORTS - NONE**

**13. DIRECTORS REPORT**

Miles Ferris, Director of Utilities reported that

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he had received 2 citizen complaints of employees working on the Easter holiday and they expressed concern about the cost of overtime to the City. Mr. Ferris explained that the crew that was working was the Weekend Crew which provides service during the weekend without overtime. He noted that this crew actually helps to prevent overtime costs. Mr. Ferris also reported that the Steering Team continues to meet to discuss ways to improve the organization and become more cost effective while still meeting customer needs. He explained that a Board Member had participated on the team previously and opened the option up to the Board.

**14. ADJOURNMENT OF MEETING**

At 3:34 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, May 7, 2009 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