

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, JANUARY 15, 2009
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:30 p.m. Mayor's Conference Room

Swinth

ROLL CALL

Present (7) Chairman Dowd, Vice Chairman Lowe, Board Members Downey, Galvin, Holt, Lindsay and Swinth

STAFF BRIEFINGS

5.1 PARSONS DRIVE AND TERRACE WAY I & I PILOT STUDY UPDATE – PRIVATE LATERAL CONSTRUCTION

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

Chairman Dowd abstained from the approval of minutes for December 4, 2008 because he was absent from the meeting. Vice Chairman Lowe and Board Members Downey and Swinth abstained from the approval of the minutes for December 18, 2008 because they were absent from the meeting.

Danielle DuGré, Associate Civil Engineer, reported that the project was the fourth phase of the pilot inflow and infiltration (I & I) study and is being used to determine the most cost effective method of I & I control. She discussed the components of the previous phases, described the project area, and identified the pilot project schedule. Cy Penry, Civil Engineering Technician, reviewed the various lateral materials found on the properties and presented photos showing the condition of the private laterals prior to replacement. Norman Amidon, Associate Civil Engineer, presented cost information for the lateral replacements, and summarized the project findings and customer feedback. The final phase of the study will be to analyze the flow data collected during the wet weather season and results will be brought back to the Board later in the Spring.

STUDY SESSION

3.1 UTILITY BILLING CUSTOMER INFORMATION (CIS) PROJECT COMPONENT: CASHIERING

Laura Tredinnick, Program Manager, provided a review of the objectives and business benefits of the new Utility Billing Customer Information System. She then discussed the vendor selection process and the proposed implementation plan. Ms. Tredinnick stated that the Board should see this item before them for approval in February 2009 with the system anticipated to go-live in conjunction with the City's new Finance system in July 2009.

Brenda Adelman, Russian River Watershed Protection Committee stated that she looked forward to the results of the pilot study and asked if there was a Department of Health code that required separation of water and sewer lines.

Adjourn study session and reconvene to open session in City Council Chamber at approximately 2:00 p.m.

Mr. Amidon responded that the Department of Health requires a one foot horizontal separation between water and sewer lines.

MINUTES APPROVAL

Board Member Holt moved approval of the minutes of December 4, 2008. The motion was seconded by Board Member Galvin and carried unanimously. AYES (6) NO (0) ABSENT (0) ABSTAIN (1) Dowd

CONSENT ITEMS

6.1 SONOMA COUNTY WATER AGENCY FUNDING AGREEMENT

MOTION:

Board Member Galvin moved approval of the minutes of December 18, 2008. The motion was seconded by Board Member Lindsay and carried unanimously. AYES (4) NO (0) ABSENT (0) ABSTAIN (3) Lowe, Downey and

Vice Chair Lowe moved a motion to approve the "Agreement for Administration of the City of Santa Rosa Water Conservation Program Funded in Fiscal Year 2008/2009" with the Sonoma County Water Agency and authorize the Chair to sign the Agreement. The motion was seconded by Board Member Swinth and

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carried unanimously. AYES (7) NO (0)
ABSENT (0) ABSTAIN (0)

REPORT ITEMS

7.1 WATER SUPPLY UPDATE

Glen Wright, Deputy Director Water Resources, showed a graph comparing last years' levels to this years' at Lake Mendocino and at Lake Sonoma. He then spoke about the recent article in the Press Democrat that talked about possible mandatory water rationing. He explained the steps that would be taken if this were to occur but stated it was still early and staff continues to be optimistic that more rain will come this season. Board Member Holt asked if customers will be alerted soon with Mr. Wright responding that Santa Rosa customers will be notified as details are confirmed. Mr. Wright reported that fish counting has ceased with a total of 1125 Chinook being counted which was down nearly half from last year.

Jennifer Burke, Senior Water Resources Planner, provided an updated on the Stop Work notice received from the State regarding a freeze in funding which includes Prop 50 funds. She stated that staff had notified the customers involved in the Urban Reuse Pilot Project about the delay and will continue to keep the Board informed as conditions change.

Dan Carlson, Deputy Director Utility Operations discussed plans for recycled water storage; presented the storage and operations curve; and reported that deliveries to Calpine have been reduced from 17 mgd to 12 mgd.

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS

Carol Dean acknowledged the work of the Board of Public Utilities and thanked her appointee, Board Member Lindsay, for his time, service and dedication to the City of Santa Rosa. He also thanks Board Member Downey for his many years of service and commitment.

9. REFERRALS

10. WRITTEN COMMUNICATION (And Possible Board Action)

11. SUBCOMMITTEE REPORTS - NONE

12. BOARD MEMBER REPORTS

Chairman Dowd reported that he and Board Member Swinth attended the North Coast Regional Water Quality Control Board meeting and a report was given on Incidental Runoff Basin Amendment Plan issue and he noted that the Plan is moving forward.

13. DIRECTORS REPORT

Mr. Ferris reported that the Safe Medicine Disposal Program has collected and disposed of 2,552 lbs. of medicine. Chairman Dowd asked that another press release be sent out with the participating pharmacies listed to encourage further participation.

14. ADJOURNMENT OF MEETING

At 3:27 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, February 5, 2009 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

Richard Dowd

Gina Perez