

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, MAY 20, 2010  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

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

(YEAR 5)

Chairman Dowd opened the meeting in the Mayor's Conference Room and then adjourned. The meeting was reconvened to open session in City Council Chamber at approximately 1:35 p.m.

MOTION:

Vice Chair Gale moved a motion to approve Santa Rosa's continued participation in and funding of a study of the groundwater in the Santa Rosa Plain to be conducted by the United States Geological Survey and Sonoma County Water Agency, approve the Fifth Amended Cooperative Agreement to Provide Funding and Support Information for Santa Rosa Plain Groundwater Study and authorize the Chair to sign the Agreement. The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**ROLL CALL**

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

STATEMENTS OF ABSTENTION BY BOARD MEMBERS - NONE

STUDY SESSION - NONE

**MINUTES APPROVAL**

Board Member Galvin moved approval of the minutes for April 13, 2010. The motion was seconded by Board Member Swinth and carried unanimously. AYES (5) NO (0) ABSENT (0) ABSTAIN (2) Gale & Lowe

**6.3 ESTABLISHMENT OF A NEW CAPITAL IMPROVEMENT PROGRAM PROJECT – SONAR INSPECTION OF SELECT TRUNK SEWER LOCATIONS & TRUNK SIPHONS AND TRANSFERRING OF FUNDS FROM A COMPLETED PROJECT**

MOTION:

Vice Chair Gale moved to approve Resolution No. 978 entitled "Resolution of the Board of Public Utilities of the City of Santa Rosa Establishing A New Capital Improvement Program Project, Sonar Inspection of Select Trunk Sewer Locations and Trunk Siphons and Transferring Funds from a Completed Project". The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

The approval of the minutes for the April 15, 2010 meeting was deferred until the June 3, 2010 meeting.

STAFF BRIEFINGS - NONE

**CONSENT ITEMS**

**6.1 DUER CREEK CULVERT AT KELLY FARM MITIGATED NEGATIVE DECLARATION REAPPROVAL**

MOTION:

Vice Chair Gale moved to approve Resolution No. 977 entitled "Resolution of the Board of Public Utilities Adopting a Mitigated Negative Declaration and Mitigation Monitoring Program for the Duer Creek Culvert at Kelly Farm Project." The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**REPORT ITEMS**

MOTION:

Board Member Swinth moved a motion to reorder the agenda and move Report Item 7.2 in front of Report Item 7.1. The motion was seconded by Vice Chair Gale and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**6.2 FIFTH AMENDED COOPERATIVE AGREEMENT TO PROVIDE FUNDING AND SUPPORT INFORMATION FOR SANTA ROSA PLAIN GROUNDWATER STUDY**

**7.2 FY2010/11 WATER AND LOCAL WASTEWATER O & M AND CIP BUDGET REVIEW**

Linda Reed, Administrative Services Officer

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gave the staff presentation and explained that the Board has gone through an extensive review of the Water, Local Wastewater Operations and Maintenance and CIP budgets. She presented the current trends, highlighting decreases in water usage and declines in sewer caps; future operating considerations; and future fiscal considerations including the use of reserves and the future organizational structure and programs. Miles Ferris, Director of Utilities stated that staff continues to seek stimulus funds and grant to fund projects and programs. Chairman Dowd spoke about the BPU Ad Hoc Task Force and added that the City of Santa Rosa is facing the same issues that are going on across the country. Ms. Reed reviewed the revenue assumptions, operating costs and rate models for the Water and Local Wastewater Funds. She identified the projects within the Utilities CIP budget; discussed the water main and sanitary sewer replacement goals and current replacement rates.

Board Member Swinth acknowledged staff for all of their work. She thanked the Board for learning the budget in such great detail and for helping to close the deficit gap with some short term solutions.

**MOTION:**

Board Member Swinth moved to approve Resolution No. 979 entitled "Resolution of the Board of Public Utilities Recommending that the Santa Rosa City Council Approve the Proposed 2010/11 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 Galvin and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**7.1 BACKFLOW PROGRAM  
ADMINISTRATION FEE, BACKFLOW  
TESTERS ADMINISTRATION FEE,  
INCREASE IN FIRE PROTECTION LINE FEE**

Peter Fulkerson, Water Quality Supervisor discussed the proposed miscellaneous fees and explained that these fees have been established for specific services that apply

only to certain users so those costs are not spread to the entire ratepayer base. He reviewed the proposed fees and explained that because of the new billing system, the capability now exists to include specific additional fees on each customer's monthly bill. Chairman Dowd asked for and received a response from Mr. Fulkerson to a comment letter that was received from Gail Norwood.

**MOTION:**

Vice Chair Gale moved to approve Resolution No.980 entitled "Resolution of the Board of Public Utilities of the City of Santa Rosa Adding Miscellaneous Fees and Charges for Backflow Program Administration." The motion was seconded by Board Member Swinth and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

Vice Chair Gale moved to approve Resolution No. 981 entitled "Resolution of the Board of Public Utilities of the City of Santa Rosa Adding Miscellaneous Fees and Charges for Backflow Testers Administration." The motion was seconded by Board Member Swinth and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

Vice Chair Gale moved to approve Resolution No. 982 entitled "Resolution of the Board of Public Utilities of the City of Santa Rosa Increasing Miscellaneous Fees and Charges for Monthly Fire Line Protection Fee." The motion was seconded by Board Member Swinth and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**7.3 APPROVAL OF INTERNET STREAMING  
SERVICES WITH COMMUNITY MEDIA  
CENTER FOR BOARD OF PUBLIC  
UTILITIES MEETINGS**

Mr. Ferris explained that on March 4, 2010 the Board came to a consensus that they were interested in using these services as a part of the Public Information Program which would give the public an opportunity to understand the complex work that is being done by the department. He then reviewed the televising, webcast and web-archive services currently provided to the City by the Santa Rosa Community Media Access Center. The

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estimated cost to the department for their services for the BPU meetings is \$395.00 per meeting. Board Member Lowe asked if statistics could be gathered to access how many people are utilizing the system. Chairman Dowd suggested that Study Sessions continue to be held in the Mayor's Conference Room but as items of great public interest come up, they could be moved to the chamber for broadcasting. Vice Chair Gale asked for confirmation that meetings would be broadcast on Comcast, in addition to streaming video on the City's internet site. Mr. Ferris confirmed that the agreement is identical to the agreement for broadcast of the City Council hearings and Planning Commission hearings that include live broadcast.

**MOTION:**

Board Member Swinth moved a motion directing staff to proceed with a professional services contract with the Santa Rosa Community Media Access Center (SRCMAC) to provide production services in support of live broadcast of the Board of Public Utilities meetings. The motion was seconded by Vice Chair Gale and carried unanimously.  
AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**7.4 WATER SUPPLY UPDATE**

Glen Wright, Deputy Director Water Resources reported that Lake Mendocino is currently at 104,249 acre feet measuring 94% of the water supply pool and 89.5% of total capacity. Inflow is 168 cfs. Lake Sonoma is currently at 245,000 acre feet measuring 101% of the water supply pool and 65% of total capacity. Inflow is 242 cubic feet per second (cfs) and out flow is 7242 cfs and losing very slowly. Flows in the river have been measured at the Hacienda Bridge at 985 cfs. Lake Pillsbury has 71,312 acre feet measuring 95% of the water supply pool with releases at 388 cfs. At Van Arsdale there are 255 cfs going down the Eel River and 130 cfs going to Potter Valley.

Mr. Wright reported that he attended a Dry Creek Advisory Group meeting on the Dry Creek By-Pass Pipeline. The presentation was very similar to that which was presented

to the Board several months ago. The Draft Feasibility Report was not released as previously thought but it was indicated that it would be released soon.

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

**9. REFERRALS**

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

**11. SUBCOMMITTEE REPORTS**

Board Member Lowe spoke about his participation on the Steering Team and noted that the kick off meeting he attended on May 18, 2010.

**12. BOARD MEMBER REPORTS**

Chairman Dowd spoke about the City Merit Awards recognizing those that have done an exemplary job in the community. He added that the Board will be receiving notifications as the nominations are submitted and selections are made. Chairman Dowd spoke about the Rose Parade, showed a picture of the G & G Market float without Board Member Lowe present. Board Member Lowe said he was busy working in Petaluma that day of the event and was unable to attend.

Board Member Holt spoke about a Request for Qualifications Panel that he will be participating in on May 24th. The Panel will be soliciting a firm that will evaluate the conditions at the nearly 40 year old Laguna Treatment Plant. Board Member Holt also spoke about the Fuel from Aquatic Biomass Project launch that he and Chairman Dowd attended. The Project is now generating methane and using it to run a portable generator and charge an electrical vehicle that was driven around the Plant by Congresswoman Woolsey.

**12.1 DOWNTOWN MARKET – WATER EXPO**

The Expo is scheduled for May 26<sup>th</sup> at the Downtown Market event from 5-8pm. Chairman Dowd suggested that Board

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members attend and participate at any booth but that there would not be a dedicated BPU booth.

**13. DIRECTORS REPORT**

Mr. Ferris reported that 9,263 pounds of pharmaceuticals had been collected through the Safe Medicine Disposal Program. He then updated the Board on the Dental Amalgam Separator Program and noted that sampling and testing has shown that these separators have reduced mercury levels by 50%. The City was recognized as a runner up for the Clair A. Hill Water Agency Award for Excellence from ACWA for its Water Shortage Response Program. Mr. Ferris reported on a recent water main break that occurred on Calistoga Rd that was caused by a contractor hitting a marked line, with damages approaching \$200,000. The Annual Boards and Commissions BBQ is scheduled for June 3<sup>rd</sup>. Mr. Ferris asked the Board to notify the Secretary about any upcoming planned absences for the summer meeting schedule.

**14. ADJOURNMENT OF MEETING**

At 3:13 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, June 3, 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