

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, OCTOBER 4, 2012
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

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

MINUTES APPROVAL

ROLL CALL

The approval of the minutes of September 6, 2012 was deferred due to a lack of a quorum of Board Members present to vote.

Present (5) Chairman Dowd, Vice Chair Gale, Board Members Galvin, Meechan and Swinth

STAFF BRIEFINGS - NONE

Absent (2) Board Members Carney and Lowry

CONSENT ITEMS - NONE

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

REPORT ITEMS

Board Member Galvin stated that he would be abstaining from the approval of the minutes from September 6, 2012 because he was absent from the meeting.

7.1 WATER SUPPLY UPDATE

Glen Wright, Deputy Director Water and Engineering Resources, updated the Board on various water supply topics including the recent Sonoma County Water Agency water valve repair at the Hyatt Hotel.

STUDY SESSION

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE

3.1 CATASTROPHIC RESERVE STUDY UPDATE AND RESERVE POLICY RECOMMENDATIONS

9. REFERRALS - NONE

Linda Reed, Administrative Services Officer and Marc Solomon, GHD gave the staff presentation. They reviewed the updated Catastrophic Reserve Study, the preliminary fiscal year 2011/12 year-end reserves and presented recommended revisions to the Utilities Department Reserve Policy and responded to Board questions. Board members provided feedback regarding the proposed policy revisions. No action was taken.

10. WRITTEN COMMUNICATION (And Possible Board Action)

10.1 Memo from Miles Ferris, Director of Utilities re: Minor Contract Award Laguna Treatment Plant south Driveway Widening – Contract No. C01553; included in packet

3.2 GROUNDWATER MASTER PLAN UPDATE

10.2 Memo from David Guhin, Deputy Director Subregional Operations re: Minor Contract Award – Laguna Treatment Plant Compost Facility Perimeter Road Reconstruction – Contract No. C01755; included in packet

Jennifer Burke, Sr. Water Resources Planner, Andy Rodgers, ECON and Gerry Nakano with West Yost & Associates gave the staff presentation. They provided an update on the development of the City's Groundwater Master Plan, including an overview of groundwater basics and an update on the emergency water needs analysis and responded to Board questions. Board members provided feedback regarding the master plan and emergency water needs. No action was taken.

11. SUBCOMMITTEE REPORTS

Board Member Galvin reported that the Contract Review Subcommittee will be meeting on October 17th.

At 3:25 p.m., Vice Chair Gale left for the remainder of the meeting.

Board Member Swinth reported that the Ad Hoc Biosolids Subcommittee will be meeting next week.

Chairman Dowd reported that the Ad Hoc Salt and Nutrient Management Plan Subcommittee met last week.

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12. BOARD MEMBER REPORTS - NONE

13. DIRECTORS REPORT

Linda Reed, Administrative Services Officer reported that she was substituting for Miles Ferris because he was out ill and send him their well wishes.

15. ADJOURNMENT OF MEETING

At 4:25 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, October 18, 2012 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

Richard Dowd

Gina Perez