

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, OCTOBER 16, 2014  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

1:30 p.m. City Council Chamber

**ROLL CALL**

Present (1) Chairman Galvin, Vice Chair Kaun, Board Members Arnone, Holt and Steffensen

Absent (1) Board Member Dowd

**STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

Chairman Galvin stated that he would be abstaining from the approval of the minutes for September 4, 2014 because he was absent from the meeting.

**STUDY SESSION - NONE**

**MINUTES APPROVAL**

Board Member Holt moved to approve the minutes from September 4, 2014. The motion was seconded by Vice Chair Kaun. AYES (4) NO (0) ABSENT (1) Dowd ABSTAIN (1) Galvin VACANT (1)

David Guhin, Director of Utilities requested that the agenda be reordered and moved item 13 forward on the agenda.

**13. DIRECTORS REPORT**

Mark Powell, Deputy Director Local Operations gave a brief presentation on the history of the Utilities Department and acknowledged Jim Montenegro for his 38 years of service to the City, the department and the community.

**5. STAFF BRIEFINGS**

**5.1 ENVIRONMENTAL COMPLIANCE OVERVIEW**

BACKGROUND: In order to protect the sanitary sewer system, public health and water quality, the Environmental Compliance Section implements a source control program in the Subregional Water Reclamation System. This presentation will show examples of the commercial and industrial user groups that are monitored by Environmental

Compliance Staff to control the entry of pollutants of concern into the Publically Owned Treatment Works. Facility inspections, sampling of discharge, building plan checks and the permitting of users are some of the practices that will be described in the presentation. The Board may discuss this item and give direction to staff.

PRESENTER(S): Caden Hare, Environmental Compliance Inspector

**5.2 QUARTERLY REPORT ON CAPITAL IMPROVEMENT PROGRAM PROJECTS**

BACKGROUND: Staff will provide an update on Capital Improvement Program (CIP) projects. The briefing will summarize expenditures, fund transfers and carryover from April to June 2014 and will provide updates on major projects and coming attractions. CIP projects provide the infrastructure that is critical to the economic vitality and quality of life in Santa Rosa. The Board may discuss this item and give direction to staff.

PRESENTER(S): Colleen Ferguson, Deputy Director Engineering Services

**5.3 REPORT ON THE 2014 WATER AND SEWER MASTER PLAN UPDATES**

BACKGROUND: The Water and Sewer Master Plan Updates provide the City with the tools and insight required to address important water supply and collection system planning and associated funding issues. These comprehensive Master Plans provide the City with the appropriate vehicle to develop, plan and implement strategies to serve existing customers and future planned growth in an efficient and cost-effective manner. The Board may discuss this item and give direction to staff.

PRESENTER(S): Steve Allen, Supervising Engineer

**CONSENT ITEMS - NONE**

**REPORT ITEMS**

**7.1 REPORT - WATER SUPPLY UPDATE**

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, OCTOBER 16, 2014  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

BACKGROUND: Staff will update the Board on water supply issues. The Board may discuss this item and give direction to staff.

20, 2014 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

PRESENTER(S): Jennifer Burke, Deputy Director Water and Engineering Resources and Mike Prinz, Deputy Director Subregional Operations

---

Dan Galvin

Brenda Adelman, Russian River Watershed Protection Committee spoke about current water sales data for the contractors from the Water Agency and its impacts on the Russian River for the fish and recreational use.

---

Gina Perez

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE

9. REFERRALS – NONE

10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION/ ACTION)

10.1 Memo dated October 16, 2014 from David Guhin, Director of Utilities re: Quarterly Capital Improvement Program Projects Update: April – June 2014; included in packet

11. SUBCOMMITTEE REPORTS - NONE

12. BOARD MEMBER REPORTS - NONE

13. DIRECTORS REPORT

David Guhin, Director of Utilities thanked the Board for acknowledging Mr. Montenegro for his service earlier in the meeting; he further reported that drills will be conducted for the City's Emergency Operation Center, Department Operation Center and Subregional Operation Center; he briefly discussed the upcoming Great Shakeout Event; and finally, reported that representatives from Napa will be attending the next Water Advisory Committee to discuss what they learned through the recent earthquake.

14. ADJOURNMENT OF MEETING

At 2:47 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, November