

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, OCTOBER 17, 2013
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:30 p.m. – City Council Chamber

MOTION:

ROLL CALL

Present (7) Chairman Gale, Vice Chair Galvin, Board Members Arnone, Dowd, Holt, Kaun and Steffensen

Board Member Dowd moved a motion to recommend the City Council approve the addition of a .25 FTE Customer Service Representative, in the Finance Department, Utility Billing Operations Section. The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

Board Member Dowd stated that he would be abstaining from the approval of the minutes for September 19, 2013 because he was absent from the meeting.

7.2 REPORT – WATER, RECYCLED WATER AND WASTEWATER RATE INCREASE RECOMMENDATIONS FOR 2014 AND 2015

Staff requested that this item be continued to the November 7th meeting agenda.

Board Member Arnone stated he would be abstaining from the approval of the minutes for September 19, 2013 because he was not a member of the Board at the time of the meeting.

MOTION:

Board Member Dowd moved a motion to continue this item to the November 7, 2013 meeting agenda. The motion was seconded by Vice Chair Galvin and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

ADMINISTRATION OF OATH OF OFFICE

Gina Perez, Recording Secretary for the Board, administered the Oath of Office to Board Member Arnone.

7.3 REPORT – WATER SUPPLY UPDATE

MINUTES APPROVAL

Vice Chair Galvin moved the approval of the minutes for September 19, 2013. The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (0) ABSTAIN (2) Arnone and Dowd

Glen Wright, Deputy Director of Water and Engineering Resources updated the Board on various water supply topics including current Chinook salmon counts at Wohler Dam as well as the upcoming Water Advisory Committee meeting scheduled for November 4, 2013 at 9am at the Utilities Field Office.

STAFF BRIEFING – NONE

8. PUBLIC HEARING

CONSENT ITEMS - NONE

8.1 INCREASED AND REVISED MISCELLANEOUS FEES AND CHARGES SCHEDULE

REPORT ITEMS

7.1 REPORT – ADDITION OF A .25 FULL TIME EQUIVALENT (FTE) CUSTOMER SERVICE REPRESENTATIVE

Linda Reed, Administrative Services Officer, gave the staff presentation.

Alan Alton, Revenue Manager, gave the staff presentation.

At 2:20 p.m., Chairman Gale opened the Public Hearing. No members of the public wished to speak and the Public Hearing was closed at 2:20 p.m.

Board Member Dowd reported on behalf of the Budget Review Subcommittee and stated the subcommittee recommended approval of the item.

Board Member Kaun reported on behalf of the Budget Review Subcommittee and stated the subcommittee reviewed the model and recommended approval of the rates.

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MOTION:

Board Member Dowd moved to approve Resolution No. 1056 entitled "Resolution of the Board of Public Utilities of the City of Santa Rosa Adopting Miscellaneous Fees and Charges". The motion was seconded by Board Member Kaun and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

Stephen Gale

Gina Perez

9. PUBLIC COMMENTS ON NON-AGENDA MATTERS

Kimberly Zunino invited members of the Board to attend an event on Monday, October 21st at 5:30 at the Redwood Empire Food Bank to volunteer in honor of Josh Maresca, a previous City of Santa Rosa employee who passed away.

10. REFERRALS - NONE

11. WRITTEN COMMUNICATION (And Possible Board Action) – NONE

12. SUBCOMMITTEE REPORTS - NONE

13. BOARD MEMBER REPORTS - NONE

14. DIRECTORS REPORT

Jennifer Burke, Deputy Director Environmental Services / Acting Director of Utilities provided an update on various Capital Improvement Projects; reported on Laguna Treatment Plant (LTP) potential tour dates for new Board and Council members; and further reported that a new mural has been painted on the fish tank in the lobby of LTP.

15. ADJOURNMENT OF MEETING

At 2:36 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, November 7, 2013 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.