

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, OCTOBER 21, 2010  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

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

**ROLL CALL OF BOARD OF PUBLIC UTILITIES**

Present (7) Chairman Dowd, Vice Chair Gale, Board Members Dean (arrived at 1:40pm), Galvin, Holt, Meechan and Swinth (arrived at 1:40pm)

**ROLL CALL OF COMMUNITY ADVISORY BOARD**

Present (6) Chairman Narath, Vice Chair Dibble, Board Members Chang, Combs, Lee, and Topper

Absent (9) Board Members Barragan, Carrieri, Cohn, Escobar, Handy, Hopkins, Johnson, Mai, Wang

**STATEMENTS OF ABSTENTION BY BOARD MEMBERS - NONE**

**CITIZEN PUBLIC APPEARANCES – NONE**

**STUDY SESSION**

**1.6 JOINT STUDY SESSION WITH THE COMMUNITY ADVISORY BOARD – REVIEW OF OUTREACH OPPORTUNITIES THROUGH THE COMMUNITY ADVISORY BOARD (CAB)**

Chairman Dowd provided background information regarding communications he had with the CAB Chair and Chair of Community Services that helped bring about this topic for discussion. The BPU expressed interest in outreaching to the community and ratepayers about matters such as rates, conservation and the overall work that the Board does. In addition, the BPU also expressed a desire in finding a way to create a two way dialogue with their ratepayers. The CAB presented a variety of methods the CAB has used to deliver communications which include attending meetings in their area, promoting the formation of neighborhood groups, quarterly newsletters and flyers. The BPU requested that the CAB work with Department staff to begin working on upcoming opportunities and requested a follow up meeting in three months.

Adjourn study session and reconvene to open session in City Council Chamber at approximately 2:46 p.m.

**2.1 PIPE REPLACEMENT AND LOCAL WATER/SEWER CIP PRIORITIES**

David Guhin, Deputy Director Engineering Services reviewed nationwide statistics of expected life of pipelines and discussed how asset management principles are being used to assess pipe condition in Santa Rosa. He discussed the Sewer and Water CIP Funding history and 5-year CIP budget, identified the pipe types in the existing sewer collection and water systems, expected life of each type, condition assessments that are being performed and scoring components used to determine the remaining life expectancy. Danielle DuGre, Associate Civil Engineer presented an update on the trunk and siphon inspections that were performed and discussed the initial results that had been found. Mr. Guhin then presented revised pipe replacement goals for the sewer system, indicating 5-7 miles per year or 0.85-1.2% with an approximate cost of \$15-20 million per year. The revised pipe replacement goals for the water system include 5.3 miles per year or 0.88% with an approximate cost of \$16.8 million per year. Board Member Swinth expressed concern that moving projects forward to meet these goals could take the cushion away of funding that is in the CIP fund. Mr. Guhin responded that while production would be ramped up, there will still be a backlog each year. Chairman Dowd asked that staff be cautious about moving projects forward during this time and that they make sure there is a stream of funding coming in to cover future projects.

**2.2 REVIEW OF WATER RATE FIXED AND USAGE PERCENTAGE**

Linda Reed, Administrative Services Officer provided an overview of the City's water system, reviewed costs that are incurred irrespective of water use and presented a graph showing the water fund appropriations for 2010/11. Jennifer Burke, Sr. Water Resources Planner provided an overview of the percentage of revenue coming from the fixed and usage charges and reviewed the

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, OCTOBER 21, 2010  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

California Urban Water Conservation Council's requirements for the percentage of revenue that must come from usage charges. Ms. Reed discussed the potential options for changing the percentage of revenue that comes from fixed charges. She then added that the lower water user could see a greater impact with increasing the fixed portion of the bill but raising the fixed charge could help stabilize revenue. Vice Chair Gale expressed concern about the effect on low income families with Ms. Reed responding that this type of statistical information is not collected by Utility Billing and therefore would be difficult to determine. Board Member Holt expressed concern that increasing the fixed cost would lower the customers' ability to reduce their bills. Chairman Dowd added that he supported moving to 75% fixed rate to help stabilize against weather dependency.

**MINUTES APPROVAL**

Vice Chair Gale moved approval of the minutes for August 19, 2010. The motion was seconded by Board Member Holt and carried unanimously. AYES (4) NO (0) ABSENT (0) ABSTAIN (3) Galvin, Meechan and Swinth

The approval of the minutes of September 2, 2010 was deferred to a future meeting.

**STAFF BRIEFINGS - NONE**

**CONSENT ITEMS**

Chairman Dowd requested a motion to remove 6.1 from the consent calendar to allow for discussion. Board Member Galvin moved a motion, was seconded by Board Member Swinth and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**6.1 SUSTAINED REDUCTION REBATE FOR THE SONOMA COUNTY MAIN ADULT DETENTION FACILITY**

Sean McNeil, Water Conservation Representative showed pictures of sewer main debris that has been found at the detention facility. He explained that the detention facility was going through a Comprehensive Energy Project and as part of that, they were replacing the existing

plumbing valves for the toilets and wash basins to electronically controlled Icon retrofits. The controls will allow the detention facility staff to prevent wasteful flushing by prisoners by limited the number of flushes per hour and also reducing the volume of water for each flush. The retrofit is expected to reduce their usage from 2.5 million gallons a month to 1.2 million. Board Member Holt spoke on behalf of the Water Conservation Subcommittee and stated that the committee supported the rebate and that it was a great benefit and cost effective method that would benefit the rate payers in the long run.

**MOTION:**

Vice Chair Gale moved to approve Resolution No. 986 entitled "Resolution of the Board of Public Utilities Approving a Sustained Reduction Rebate to the County of Sonoma for its Main Adult Detention Facility." The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**REPORT ITEMS - NONE**

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

**9. REFERRALS - NONE**

**10. WRITTEN COMMUNICATION (And Possible Board Action)**

10.1 October 13, 2010 – Memo from Miles Ferris, Director of Utilities re: Minor Contract Award – Santa Rosa Utilities On-Call Sewer and Water Repair and Installation-Phase IX, Contract Number C01565; included in packet.

**11. SUBCOMMITTEE REPORTS**

Board Member Holt reported that the Water Conservation Subcommittee met on October 12<sup>th</sup> and continued to work on the Urban Water Contingency Plan and an status updated will be presented to the full Board on November 4<sup>th</sup> and the Council on November 9<sup>th</sup>.

Board Member Galvin reported that the Contract Review Subcommittee met on

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, OCTOBER 21, 2010  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

October 13<sup>th</sup> to review the contract award for the Laguna Treatment Plant Facility Assessment. There will be a recommendation coming forward to the full Board in the coming months.

Vice Chair Gale reported that the Budget Review Subcommittee met on October 18<sup>th</sup> for the purpose of reviewing systematic water assumption guidelines. They are planning on meeting two more times before the end of the year to review specific issues that will come before the Board in Study Sessions and begin the budget preparation process starting in January of next year. Vice Chair Gale then reported on the Steering Committee meeting on October 14<sup>th</sup>. The committee is still working on a recommendation that will achieve at least a 5% reduction in costs with a Study Session planned for December.

---

Richard Dowd

---

Gina Perez

#### 12. BOARD MEMBER REPORTS

Chairman Dowd reported that Board Member Dean is leaving the Board to sail to the southern part of the hemisphere. He thanked her for helping with the Board and subcommittee work she has completed. Board Member Dean stated that it was interesting coming back and seeing the progress since her participation in 2007. She complimented staff for serving the Board well and serving the demands of the regulatory boards. She suggested that Cat Kuhlman and Luis Rivera be invited to a Board meeting to provide a preview of the NPDES permit process and help foster better relationships between the two boards.

#### 13. DIRECTORS REPORT

Miles Ferris, Director of Utilities wished Board Member Dean well on her trip. He then reported that 12,864 pounds of pharmaceuticals had been collected this year.

#### 14. ADJOURNMENT OF MEETING

At 4:47 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, November 4, 2010 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.