

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, NOVEMBER 1, 2012
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

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

ROLL CALL

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

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

No statements of abstention were made by Board Members.

STUDY SESSION

3.1 REVIEW OF ASSET MANAGEMENT AND CAPITAL IMPROVEMENT PROJECT DEVELOPMENT

Steve Allen, Supervising Engineer and Tom Levin, Assistant Engineer gave the staff presentation. Staff presented the methodology used to develop the Utilities' Capital Improvement Program (CIP) including the underlying principles of asset management and best management practices developed on a national and international level. No action was taken.

Adjourn Study Session and reconvene to open session in City Council Chamber at approximately 2:40 pm.

MINUTES APPROVAL

The approval of the minutes of October 18, 2012 will be deferred to the next Board meeting.

STAFF BRIEFINGS

5.1 DON'T MOVE A MUSSEL PROGRAM

Sonoma County Water Agency Director and County Supervisor Mike McGuire gave a brief overview of the North Coast Consortium to prevent the spread of invasive quagga and zebra mussels into North Coast waterways. He explained that the Consortium is working together to develop and implement a regional prevention plan, public service announcements, generate state and federal funding support and collaborate with

regulators on how to best prevent and manage the mussels. More information about the Consortium and prevention plan efforts may be found online at

www.dontmoveamussel.com.

5.2 REPORT ON CITY COUNCIL CHAMBER AUDIO AND VIDEO UPDATES

Eric McHenry, Chief Technology Officer gave an update on the recently completed audio and video updates to the City Council Chamber and the Utilities Field Operations (UFO) Building which included replacement and additions to the technology used to create and view Council Chamber / UFO broadcast and web streamed content.

5.3 REPORT ON THE DENTAL AMALGAM SEPARATOR PROGRAM

Martin St George, Environmental Compliance Supervisor provided an update on the mercury reduction program for the Subregional System including the status of the program and its effects on the Laguna Water Reclamation Facility mercury concentrations.

CONSENT ITEMS

6.1 WAIVER OF COMPETITIVE BIDDING AND SOLE SOURCE AWARD – ULTRAVIOLET SYSTEM PARTS

MOTION:

Board Member Lowry moved a motion to approve Resolution No. 1033 entitled "Resolution of the Board of Public Utilities Waiving Competitive Bidding and Authorizing the Award of a Sole Source Blanket Purchase Order for Ultraviolet Disinfection System Parts to DC Frost Associates, Inc., Walnut Creek, California." The motion was seconded by Vice Chair Gale and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

6.2 AMENDMENT NO.3 TO THE PROFESSIONAL SERVICES AGREEMENT WITH RMC WATER AND ENVIRONMENT TO PROVIDE ENGINEERING AND ENVIRONMENTAL SERVICES FOR THE PREPARATION OF A SALT AND NUTRIENT MANAGEMENT PLAN

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MOTION:

Board Member Lowry moved a motion to approve Amendment No.3 to the Professional Services Agreement with RMC Water and Environment expanding the scope of work and increase the budget in the amount of \$19,450 for a total contract amount of \$214,380. The motion was seconded by Vice Chair Gale and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

6.3 AMENDMENT NO.3 OF THE PROFESSIONAL SERVICES AGREEMENT WITH MERRITT SMITH CONSULTING FOR PREPARATION OF A REPORT OF WASTE DISCHARGE AND NPDES PERMIT NEGOTIATION SERVICES

MOTION:

Board Member Lowry moved a motion to approve Amendment No.3 to the Professional Services Agreement with Merritt Smith Consulting for preparation of a Report of Waste Discharge and NPDES Permit Negotiation Services expanding the scope of service and extending the time of performance to December 31, 2013. The motion was seconded by Vice Chair Gale and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

6.4 AMENDMENT NO.2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MERRITT SMITH CONSULTING FOR EFFLUENT DISPOSAL MANAGEMENT SUPPORT

MOTION:

Board Member Lowry moved a motion to approve Amendment No.2 to the Professional Services Agreement with Merritt Smith Consulting for Effluent Disposal Management Support to extend the time of service, expand the scope of service and increase the budget by \$180,600 to a total contract amount of \$337,600. The motion was seconded by Vice Chair Gale and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

REPORT ITEMS

7.1 DETERMINATION THAT THE BERETTA DAIRY BEST MANAGEMENT PRACTICES NUTRIENT OFFSET PROJECT IS WITHIN THE SCOPE OF THE DISCHARGE COMPLIANCE PROJECT EIR; ADOPTION OF A MITIGATION MONITORING PROGRAM FOR PROJECT; ADOPTION OF STATEMENT OF OVERRIDING CONSIDERATIONS FOR PROJECT; APPROVAL OF PROJECT; AND APPROVAL OF LICENSE AGREEMENT WITH ROBERT F. BERETTA AND AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH SOTOYOME RESOURCE CONSERVATION DISTRICT FOR NUTRIENT OFFSET PROJECT DEVELOPMENT

7.2 DETERMINATION THAT THE PEPPERWOOD PRESERVE BEST MANAGEMENT PRACTICES NUTRIENT OFFSET PROJECT (PROJECT) IS WITHIN THE SCOPE OF THE DISCHARGE COMPLIANCE PROJECT EIR; ADOPTION OF A MITIGATION MONITORING PROGRAM FOR PROJECT; ADOPTION OF STATEMENT OF OVERRIDING CONSIDERATIONS FOR PROJECT; APPROVAL OF PROJECT; AND APPROVAL OF LICENSE AGREEMENT WITH PEPPERWOOD FOUNDATION, AND AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT WITH SOTOYOME RESOURCE CONSERVATION DISTRICT FOR NUTRIENT OFFSET PROJECT DEVELOPMENT

Lynn Small, Deputy Director Environmental Services and Dave Smith, Merritt Smith Consulting gave the staff presentation for both items 7.1 and 7.2 in a combined presentation.

Chairman Dowd and Board Member Galvin indicated that they reviewed these projects on several occasions as members of the Ad Hoc Committee for the Nutrient Offset Program and concurred with the staff recommendations.

Brenda Adelman, Russian River Watershed Protection Committee expressed concern that there was no public review process before the BPU or the Regional Board.

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Suzanne Rawlings, Assistant City Attorney explained that there was a 30 day public comment period done by the Regional Board.

MOTION:

Board Member Swinth moved a motion to approve Resolution No. 1034 entitled "Resolution of the Board of Public Utilities of the City of Santa Rosa Determining that the Beretta Dairy Best Management Practices Nutrient Offset Project is within the Scope of the Discharge Compliance Project Environmental Impact Report, Adopting a Mitigation Monitoring Program, Adopting a Statement of Overriding Considerations, Approving the Project, Approving the License Agreement with Robert F. Beretta, and Approving Amendment No. 2 to Agreement with Sotoyome Resource Conservation District." The motion was seconded by Board Member Galvin and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

MOTION:

Board Member Swinth moved a motion to approve Resolution No. 1035 entitled "Resolution of the Board of Public Utilities of the City of Santa Rosa Determining that the Pepperwood Preserve Best Management Practices Nutrient Offset Project is within the Scope of the Discharge Compliance Project Environmental Impact Report, Adopting a Mitigation Monitoring Program, Adopting a Statement of Overriding Considerations, Approving the Project, Approving the License Agreement with Pepperwood Foundation, a California Corporation, and Approving Amendment No. 3 to Agreement with Sotoyome Resource Conservation District." The motion was seconded by Board Member Lowry and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE

9. REFERRALS – NONE

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

11. SUBCOMMITTEE REPORTS - NONE

12. BOARD MEMBER REPORTS

Chairman Dowd reported that he attended the City's Building an Inclusive Workplace class.

13. DIRECTORS REPORT

Miles Ferris, Director of Utilities reported on the status of various Capital Improvement Program projects; indicated that today was his 27 year anniversary with the City; reported a slight, consistent uptake in new meter requests; and updated the Board on the Department's Strategic Plans.

14. ADJOURNMENT OF MEETING

At 4:06 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, November 15, 2012 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

Richard Dowd

Gina Perez