

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, NOVEMBER 19, 2009  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

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

**ROLL CALL**

Present (6) Chairman Dowd, Vice Chair Swinth, Board Members Gale, Holt, Lowe and Meechan

Absent (1) Board Member Galvin

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

**STUDY SESSION**

**3.1 WEST COLLEGE WET WEATHER FACILITY**

David Guhin, Deputy Director Engineering Services introduced Clay Thistle and Danielle DuGre' both Associate Civil Engineers in Engineering Services. Mr. Thistle discussed the West College Reclaimed Water Pond #2 and discussed potential modification options that included the closure and decommissioning of the Pond. He then presented the advantages of such a closure which included cost savings, facilitation of City projects, and the addition of 26 acres in usable land. Ms. DuGre' discussed the hydraulic modeling of the sewer trunk system and wet weather storage system that has been developed and presented scenarios that could help extend Plant and Trunk capacity and delay the need for extensive capital upgrades. Two alternatives were reviewed, (1) a parallel Llano Trunk line and (2) expanding the City's wet weather storage capacity. A cost benefit was presented for each of the alternatives and staff recommended Alternative 2 – expansion of the West College Wet Weather Facility as the most cost and operationally effective option. The Board expressed support for Alternative 2 but requested that staff maintain adequate capacity at Pond #1 for worse case scenarios.

Adjourn study session and reconvene to open session in City Council Chamber at approximately 2:50 p.m.

**MINUTES APPROVAL**

Vice Chair Swinth moved approval of the

minutes for November 5, 2009. The motion was seconded by Board Member Gale and carried unanimously. AYES (6) NO (0) ABSENT (1) Galvin ABSTAIN (0)

**STAFF BRIEFINGS - NONE**

**CONSENT ITEMS**

Board Member Lowe moved a motion to move both consent items from the Consent calendar. The motion was seconded by Vice Chair Swinth and carried unanimously. AYES (6) NO (0) ABSENT (1) Galvin ABSTAIN (0)

**6.1 BID AWARD – URBAN REUSE PILOT PROJECT**

Board Member Lowe asked that Jennifer Burke, Senior Water Resources Planner provide a brief update on the Pilot Project and the timing of the Project relative to the Basin Plan amendment with the Regional Board and State Water Resources Board. Ms. Burke reported that the Regional Board has adopted the Basin Plan Amendment and it has been forwarded to the State Board for approval however the State Board has reported that the packet had been lost and the Regional Board will have to resubmit. The State Board approval process is approximately 6 months and then if approved, will be sent to the Office of Administrative Law and EPA for approval. She added that the granting agency does have timelines that need to be met and that an extension has been granted but the project must be fully completed by 2013. Ms. Burke added that the Basin Plan amendment is consistent with a recent policy that was adopted by the State Water Resources Control Board and does not foresee any issues with Board approval.

**MOTION:**

Board Member Lowe moved a motion to award a construction contract in the total amount of \$1,135,000.00 to the lowest responsive bidder, K.J. Woods Construction, Inc. of San Francisco, CA for the Urban Reuse Pilot Project and approve a construction contingency of 15 percent. The motion was seconded by Board Member Gale

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and carried unanimously. AYES (6) NO (0)  
ABSENT (1) Galvin ABSTAIN (0)

**6.2 APPROVE AMENDMENT NO.1 TO  
PROFESSIONAL SERVICES AGREEMENT  
WITH KENNEDY/JENKS CONSULTANTS  
FOR SANTA ROSA URBAN REUSE PILOT  
PROJECT (SRURPP) DESIGN SERVICES**

Chairman Dowd reported that he participated as a substitute on the Contract Review Subcommittee meeting because of some last minute conflicts with the other members. He explained that he and Board Member Galvin reviewed the contract and recommended approval by the full Board.

**MOTION:**

Board Member Lowe moved a motion to approve Amendment No. 1 to the Professional Services Agreement with Kennedy/Jenks Consultants for the SRURPP Design Services and authorize the Chair to sign the Amendment to the Agreement. The motion was seconded by Vice Chair Swinth and carried unanimously. AYES (6) NO (0)  
ABSENT (1) Galvin ABSTAIN (0)

**REPORT ITEMS**

**7.1 CITY OF SANTA ROSA BIOSOLIDS  
MANAGEMENT SYSTEM CERTIFICATION  
CEREMONY**

Dan Carlson, Deputy Director Subregional Operations provided an overview of the Biosolids program, discussed the importance and benefits of beneficial reuse and introduced Elise Howard, Research and Program Coordinator; Ed McCormick, EBMUD representing the National Biosolids Partnership (NBP); and Catherine Kuhlman from the North Coast Regional Water Quality Control Board. Ms. Howard provided an overview of the NBP Environmental Management System and the City's Biosolids Management System Program. Mr. McCormick thanked the departments' management for their foresight to work on the program, acknowledged the City for being a steward for the community and presented the City with the NBP EMS Certification. Ms. Kuhlman recognized the City for its

achievement and commitment to being the first in the North Coast with such a program and thanked staff for preparing a manual that was both good and user friendly. Chairman Dowd accepted the award on behalf of the Utilities Department and acknowledged Miles Ferris, Director of Utilities for his leadership. Dell Tredinnick, Utilities Project Development Manager acknowledged Ms. Howard for her efforts and guidance to bringing the project to completion.

Chairman Dowd recessed the meeting at 3:34 p.m., reconvening at 3:50 p.m., in Council Chambers.

**7.3 WATER SUPPLY UPDATE**

Glen Wright, Deputy Director Water Resources reported that Lake Mendocino is currently at 39,866 acre feet with releases of 156 cubic feet per second. Lake Sonoma is currently at 188,363 acre feet with releases of 120 cubic feet per second. Mr. Wright then reported that as of Tuesday, 1605 Chinook had been counted at the SCWA rubber dam in the Russian River. The Cash for Grass Program has removed 947,638 square feet of turf to date and are close to hitting the 1 million mark. He stated that on November 17<sup>th</sup> the Council approved the second reading of the Water Efficient Landscape Policy and will take effect January 1, 2010. Lastly he discussed the State Water Conservation Bill that the Governor signed into law that asks for 10% savings in 2015 and 20% savings by 2020.

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

**9. REFERRALS**

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

**11. SUBCOMMITTEE REPORTS**

Board Member Lowe reported that the Water Conservation Subcommittee met on November 10<sup>th</sup> and decided they will be meeting monthly to work on the 2010 update of the Urban Water Management Plan.

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**12. BOARD MEMBER REPORTS**

**12.1 CONSIDERATION OF PROPOSED  
'CLOSE TO HOME' ARTICLE REGARDING  
PROPOSED WATER AND SEWER RATE  
INCREASES**

Chairman Dowd explained that he and Vice Chair Swinth have been working with the Mayor and the City Manager's office to discuss means of communicating with the public and more specifically, the ratepayers. He spoke about discussions that have taken place with the Mayor, city staff and the Press Democrat editorial staff to brainstorm messages that the City desires to get out to the ratepayers. Suzanne Rawlings, Assistant City Attorney explained that while there are no formal guidelines for the Board, she reviewed the guidelines that are in place for the City Council for communicating information to the public. A discussion ensued about those guidelines and the Board concurred that they supported following those same guidelines from this point forward.

**MOTION:**

Board Member Lowe moved a motion that the Board would follow the Council Guidelines for communication to the public. The motion was seconded by Vice Chair Swinth and carried unanimously. AYES (6) NO (0) ABSENT (1) Galvin ABSTAIN (0)

**13. DIRECTORS REPORT**

Mr. Ferris reported only 3 new meters were set last week and that new connections continue to be slow. Mr. Ferris announced that Hugh Blake, a temporary Yard Attendant for the last 26 years would be celebrating his 90<sup>th</sup> birthday. The City Council will be hearing an item on December 1, 2009 that would eliminate 24 positions from Engineering Services, mainly in the Current Development area. Mr. Ferris reported that the Aquatic Biomass to Fuel Project had been awarded the Theodore Roosevelt Award from Association of California Water Agencies.

**14. ANNOUNCEMENT OF CLOSED  
SESSION ITEM(S) AND ADJOURNMENT TO**

**CLOSED SESSION(S) (MAYOR'S  
CONFERENCE ROOM – ROOM 10)**

Ms. Rawlings announced item 14.1 and 14.2 were not needed.

**14.1 CONFERENCE WITH LEGAL  
COUNSEL – EXISTING LITIGATION**

(Subdivision (a) of Section 54956.9) City of Santa Rosa v. Sonoma County Water Agency, et al., Sonoma County Superior Court Case Number SCV – 245844

**14.2 CONFERENCE WITH LEGAL  
COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: One potential case

**15. ADJOURNMENT OF MEETING**

At 4:34 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, December 17, 2009 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

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Richard Dowd

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Gina Perez