

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, NOVEMBER 28, 2012
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
SPECIAL MEETING**

1:34 p.m. Mayor's Conference Room

PROCLAMATION – Miles Ferris

ROLL CALL

Present (6) Chairman Dowd, Vice Chair Gale, Board Members Carney (arrived at 1:45pm), Galvin, Lowry, and Swinth

Absent (1) Board Member Meechan

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

No statements of abstention were made.

STUDY SESSION

3.1 UTILITIES DEPARTMENT STRATEGIC PLAN

Miles Ferris, Director of Utilities and Linda Reed, Administrative Services Officer gave the staff presentation. Staff presented an update on the Department's strategic plan process, including an overview of the common themes identified in the Divisions' plans. No action was taken.

3.2 REVIEW OF THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT RENEWAL

Lynn Small, Deputy Director Environmental Services reviewed the draft Permit and the permit issuance process with the Board. No action was taken.

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

MINUTES APPROVAL

Vice Chair Gale moved approval of the minutes for October 18, 2012. The motion was seconded by Board Member Lowry and carried unanimously. AYES (5) NO (0) ABSENT (1) Meechan ABSTAIN (1) Carney

Board Member Galvin moved approval of the minutes for November 1, 2012. The motion was seconded by Vice Chair Gale and carried unanimously. AYES (6) NO (0) ABSENT (1) Meechan ABSTAIN (0)

The Board presented Mr. Ferris a proclamation acknowledging his 27 years of service to the Department and the City of Santa Rosa.

CONSENT ITEMS

6.1 RESOLUTION SUPPORTING JENNIFER BURKE AS VICE CHAIR OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) REGION 1 BOARD OF DIRECTORS FOR THE 2012-2013 TERM

MOTION:

Board Member Lowry moved to approve Resolution No. 1036 entitled "Resolution of the Board of Public Utilities of the City of Santa Rosa Supporting Jennifer Burke as Vice Chair of the Association of California Water Agencies (ACWA) Region 1 Board." The motion was seconded by Vice Chair Gale and carried unanimously. AYES (6) NO (0) ABSENT (1) Meechan ABSTAIN (0)

6.2 CONTRACT AMENDMENT – DEWATERING POLYMER SUPPLY

MOTION:

Board Member Lowry moved a motion to authorize Amendment No.3 to Contract No. 09-9059 with SNF Polydyne, Inc., Riceboro, Georgia, for dewatering polymer supplied to the Laguna Wastewater Treatment Plant, to extend the contract for an additional one-year term with no unit price increase, in the total amount of \$200,000. The motion was seconded by Vice Chair Gale and carried unanimously. AYES (6) NO (0) ABSENT (1) Meechan ABSTAIN (0)

REPORT ITEMS

7.1 REPORT – REIMBURSEMENT AGREEMENT WITH SONOMA MARIN AREA RAPID TRANSIT DISTRICT FOR DESIGN AND CONSTRUCTION OF WATER AND SEWER MAIN IMPROVEMENTS AT VARIOUS STREET RAILROAD CROSSINGS (CITY PROJECT IDENTIFICATION NUMBER 1747) AND AUTHORIZING THE UTILITIES

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**DIRECTOR TO AMEND THE AGREEMENT
TO INCREASE THE NOT-TO-EXCEED
AMOUNT TO \$800,000**

Glen Wright, Deputy Director – Water and Engineering Resources gave the staff presentation.

MOTION:

Board Member Swinth moved a motion to approve Resolution No. 1037 as amended, entitled "Resolution of the Board of Public Utilities Approving a Reimbursement Agreement with Sonoma Marin Area Rail Transit District for Design and Construction of Water and Sewer Improvements at Various Railroad Crossings (City Project Identification Number 1747) and Authorizing the Director of Utilities to Amend the Agreement to Increase the Not to Exceed Amount." The motion was seconded by Board Member Carney and carried unanimously. AYES (6) NO (0) ABSENT (1) Meechan ABSTAIN (0)

7.2 WATER SUPPLY UPDATE

Glen Wright, Deputy Director Water and Engineering Resources, updated the Board on various water supply topics including the current Chinook count and upcoming Technical Advisory Committee and Russian River Watershed Association meetings.

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

9. REFERRALS – NONE

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

11. SUBCOMMITTEE REPORTS

Vice Chair Gale reported on the activities of the Budget Review Subcommittee.

Board Member Swinth reported on a recent Biosolids Workshop that she and Board Member Carney attended.

12. BOARD MEMBER REPORTS – NONE

13. DIRECTORS REPORT

Mr. Ferris reported on various CIP projects and informed the Board there will be no meeting on December 6th. He thanked the Board for their service to the community and indicated this will be his last Board meeting.

14. ADJOURNMENT OF MEETING

At 3:50 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, December 20, 2012 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

Richard Dowd

Gina Perez