

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, SEPTEMBER 19, 2013
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:35 p.m. Mayor's Conference Room – Room 10

ROLL CALL

Present (5) Chairman Gale, Vice Chair Galvin, Board Members Holt, Kaun and Steffensen

Absent (1) Board Member Dowd

Vacant (1)

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

No statements of abstention were made.

STUDY SESSION

3.1 ADVANCED METERING INFRASTRUCTURE FUNDING AND FOLLOW UP

Kimberly Zunino, Water Use Efficiency Program Coordinator, provided a follow up session to provide responses to the additional Board questions received during the previous Study session. She also discussed the testimonials from other agencies that have implemented a system and presented a proposed funding plan for the project. Staff responded to additional Board questions and the Board requested a review of the funding model with varying rates of implementation. Staff will return for an additional Study Session at a future date.

At approximately 2:25 p.m., the Board adjourned the Study Session and reconvened to open session in the Council Chamber.

MINUTES APPROVAL

The approval of the minutes for August 15, 2013 and September 5, 2013 were deferred until the next Board meeting.

STAFF BRIEFING

5.1 DEMONSTRATION GARDEN UPDATE: 69 STONY CIRCLE

Deb Lane, Water Resources Analyst gave the staff briefing by providing an update on the

installation of the low water use demonstration garden at 69 Stony Circle, including before and after pictures and the water savings analysis. Staff responded to Board questions and no action was taken.

5.2 QUARTERLY REPORT ON CAPITAL IMPROVEMENT PROGRAM PROJECTS

Colleen Ferguson, Deputy Director Engineering Services gave the staff briefing by providing an update on the Capital Improvement Program (CIP) projects from April to June 2013. She included project updates, fund transfers and major expenditures, recently completed projects and projects under construction. Staff responded to Board questions and no action was taken.

14. DIRECTORS REPORT

David Guhin, Director of Utilities acknowledged Dell Tredinnick, outgoing Project Development Manager with a golden meter for his 25 years of service to the Department. He mentioned that there would be a get together tonight at Franco's if the Board is interested in attending.

CONSENT ITEMS

6.1 ORDINANCE ADOPTING A DEFINITION FOR INTERRUPTIBLE RECYCLED WATER CUSTOMER AND ADDING PROVISIONS REGARDING RATES FOR CURRENT INTERRUPTIBLE RECYCLED WATER CUSTOMERS

MOTION:

Board Member Holt moved to approve Resolution No. 1052 entitled "Resolution of the Board of Public Utilities Recommending that the Santa Rosa City Council Adopt an Ordinance Amending Certain Sections of Chapter 14-04 (Potable Water and Recycled Water Service) of the Santa Rosa City Code to Define Interruptible Recycled Water Customer and to add Provisions for Recycled Water Rates for Current Interruptible Recycled Water Customers." The motion was seconded by Vice Chair Galvin and carried unanimously. AYES (5) NO (0) ABSENT (1) Dowd ABSTAIN (0) VACANT (1)

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REPORT ITEMS

7.1 REPORT – APPEAL BY REDWOOD EQUITIES, LLC OF FINAL DECISION BY CITY ENGINEERS TO REQUIRE PAYMENT OF SEWER DEMAND FEES FOR THE MEADOWS AT OAKMONT SUBDIVISION

All Board Members present reported that no ex parte communications were held with Redwood Equities, LLC.

David Guhin, Director of Utilities and Suzanne Rawlings, Assistant City Attorney gave the staff presentation and responsive comments.

Clay Clement spoke on behalf of the plaintiff in this matter.

MOTION:

Vice Chair Galvin moved to approve Resolution No. 1053 “Resolution of the Board of Public Utilities of the City of Santa Rosa Recommending that City Council Uphold the Appeal of Redwood Equities, LLC and Deny the City Engineers’ Determination that Sewer Demand Fees be Waived for the Proposed “The Meadows at Oakmont” Subdivision”. The motion was seconded by Board Member Holt for discussion purposes. AYES (3) NO (2) Holt, Kaun ABSENT (1) Dowd ABSTAIN (0) VACANT (1)

7.2 REPORT - WATER SUPPLY UPDATE

Glen Wright, Deputy Director of Water and Engineering Resources updated the Board on various water supply topics including the effects of recent rains on the Lower River as well as the upcoming Russian River Watershed Association meeting scheduled for September 26, 2013 at 9am.

8. PUBLIC HEARING

8.1 CITY OF SANTA ROSE GROUNDWATER MASTER PLAN

Jennifer Burke, Deputy Director Environmental Services, Gerry Nakano, with West Yost and Associates and Pat Collins, with GHD, gave the staff presentation.

At 4:23 p.m., Chairman Gale opened the Public Hearing.

Stephen Fuller-Rowell, presented written comments, indicated this is an excellent planning document for emergency supply. Asked staff to consider minor changes reflected in his written comments to Section 3.4.2 on a future update to the document.

At 4:30 p.m., seeing no additional members of the public wishing to speak, Chairman Gale closed the Public Hearing.

MOTION:

Vice Chair Galvin moved to approve Resolution No. 1054 entitled “Resolution of the Board of Public Utilities of the City of Santa Rosa Adopting a Mitigated Negative Declaration, Approving the Project, and Adopting a Mitigation Monitoring Program.” The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (1) Dowd ABSTAIN (0) VACANT (1)

9. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE

10. REFERRALS - NONE

11. WRITTEN COMMUNICATION (And Possible Board Action)

11 Memo dated 9/9/2013 from David Guhin, Director of Utilities re: Quarterly Capital Improvement Program Project Update: April – June 2013; included in packet

12 Memo dated 9/9/2013 from David Guhin, Director of Utilities re: Water Bond Coalition – Senate Bill 42 Comment Letter; included in packet

12. SUBCOMMITTEE REPORTS

Board Member Kaun reported on the activities of the Budget Review Subcommittee that met on September 10th.

13. BOARD MEMBER REPORTS - NONE

14. DIRECTORS REPORT

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David Guhin, Director of Utilities continued his report and announced that the Ribbon Cutting Ceremony for the Combined Heat and Power Project was held yesterday. He further announced that Elise Howard has been promoted as the new Communication Coordinator for the department.

15. ADJOURNMENT OF MEETING

Vice Chair Galvin closed the meeting in memory of Josh Maresca.

At 5:10 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, October 3, 2013 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

Stephen Gale

Gina Perez