

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, AUGUST 20, 2015  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

1:32 p.m. City Council Chamber

**ROLL CALL**

Present (7) Chairman Galvin, Vice Chair Kaun, Board Members Arnone, Dowd, Holt, Steffensen and Tibbetts

**STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

No statements of abstention were made.

**STUDY SESSION - NONE**

**MINUTES APPROVAL**

The approval of the minutes was deferred to the next meeting because an incorrect date was listed on the agenda.

**STAFF BRIEFINGS - NONE**

**CONSENT ITEMS**

Vice Chair Kaun requested that item 6.2 be pulled from the consent calendar to allow for discussion.

**6.1 CONTRACT AWARD - JENNINGS AVENUE SEWER AND WATER IMPROVEMENTS - HERBERT STREET TO CLEVELAND AVENUE**

**MOTION:**

Vice Chair Kaun moved a motion to award construction contract no. C01878 in the amount of \$964,710.00 to the lowest responsive bidder, Argonaut Constructors, Inc., of Santa Rosa, California for Jennings Avenue Sewer and Water Improvements - Herbert Street to Cleveland Avenue, approve a 15% contract contingency, and authorize a total contract amount of \$1,109,416.50. The motion was seconded by Board Member Dowd and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**6.2 CONTRACT AWARD - WASTEWATER CIP PROJECT NO. 1563 - 2015 CCTV AND SONAR TRUNK SEWER INSPECTION**

Vice Chair Kaun asked for clarification about the average amount of bids that were received.

Board Member Holt asked for clarification of the price spread. Andrew Wilt, Associate Civil Engineer responded that this was a qualifications based price not a bid and it was in line with the services provided 5 years ago.

**MOTION:**

Vice Chair Kaun moved a motion to award the wastewater CIP Project 1563 – 2015 CCTV and Sonar Trunk Sewer Inspection contract to AquaCoustic Remote Technologies, Inc., approve a 10% contingency, and authorize a total contract amount of \$440,893.20. The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**REPORT ITEMS**

**7.1 WATER BILL ASSISTANCE PROGRAM – SANTA ROSA CARES**

**BACKGROUND:** Currently the “Change for Kids” program, started in 2003, allows utility customers to round-up their water bills to the nearest whole dollar or add a specified amount per bill to fund free or reduced fee afterschool recreation programs for children in limited income families. Staff proposes to add two additional fixed amount donation options to the water bill (Youth Scholarship Fund and H2O - Help to Others) and market the entire “Santa Rosa Cares” program year-round through our typical outreach events.

**RECOMMENDATION:** Santa Rosa Water, Finance, and Recreation & Parks Departments staff recommend that the Board of Public Utilities recommend that the Santa Rosa City Council authorize three options for a water bill donation program to be known as “Santa Rosa Cares”: Change for Kids, Youth Scholarship Fund, and H2O (Help to Others) Fund, all providing assistance for needy individuals and families in Santa Rosa.

**PRESENTER(S):** Linda Reed, Deputy Director, Administration

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, AUGUST 20, 2015  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

**MOTION:**

Board Member Holt moved a motion to approve Resolution No. 1094 entitled "Resolution of the Board of Public Utilities Recommending that the Santa Rosa City Council Authorize Three Options for a Water Bill Donation Program "Santa Rosa Cares": Change for Kids, Youth Scholarship Fund, and H2O (Help to Others), All Providing Financial Assistance to Needy Individuals and Families with Limited Income". The motion was seconded by Vice Chairman Kaun. AYES (6) NO (0) ABSENT (0) ABSTAIN (1) Arnone

were recorded at 13.6 mgd. This is causing additional shortages on the recycled water side and many of the ag users are reaching the end of their allotments. Some have been shut off and staff is working closely with others.

**14. ADJOURNMENT OF MEETING**

At 2:03 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, September 3, 2015 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

**7.2 REPORT - WATER SUPPLY UPDATE**

**BACKGROUND:** Staff will update the Board on water supply issues. The Board may discuss this item and give direction to staff.

**PRESENTER(S):** Jennifer Burke, Deputy Director Water and Engineering Resources

\_\_\_\_\_  
Daniel J. Galvin III

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

**9. REFERRALS - NONE**

**10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION/ ACTION) - NONE**

\_\_\_\_\_  
Gina Perez

**11. SUBCOMMITTEE REPORTS**

Board Member Dowd reported that the Budget Review Subcommittee has completed their work on the rate study. There will be a Study Session for the full Board soon.

Chairman Galvin thanked the subcommittee for all of their work on getting to this point.

**12. BOARD MEMBER REPORTS - NONE**

**13. DIRECTORS REPORT**

David Guhin, Director, reported that the department has released a new e-newsletter and all of the Board Members should be receiving it. He also reported that there was a day of record low flows at the Treatment Plant. The past record was in 1986 with flows at 13.7 mgd but the new record low flows