

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, APRIL 2, 2015  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

1:33 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 for March 19, 2015 were deferred to the next meeting.

**STAFF BRIEFINGS - NONE**

**CONSENT ITEMS**

**6.1 AUSTIN WAY AREA WATER AND SEWER IMPROVEMENTS**

**MOTION:**

Board Member Arnone moved a motion to award Construction Contract No. C00164 in the amount of \$2,668,886.00 to the lowest responsive bidder, Team Ghilotti, Inc. of Petaluma, California for Austin Way Area Water and Sewer Improvements, approve a 15% contract contingency, and authorize a total contract amount of \$3,069,218.90. The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**REPORT ITEMS**

**7.1 REPORT - APPROVAL OF 2015/16 SUBREGIONAL SYSTEM OPERATING, CAPITAL, AND DEBT SERVICE BUDGET AND ALLOCATION OF COSTS**

**BACKGROUND:** The Subregional Wastewater Agreement requires that the City annually prepare a Preliminary Operating, Capital, and Debt Service Budget and Allocation of Costs for the Subregional Wastewater System. The Agreement further

requires that the proposed budget and allocation of costs be reviewed by the Subregional Technical Advisory Committee (Subregional TAC), the Board of Public Utilities and the Council of the City of Santa Rosa.

**RECOMMENDATION:** It is recommended by Santa Rosa Water staff and the Subregional TAC that the Board of Public Utilities, by resolution, recommend that the City Council approve the Preliminary 2015/16 Subregional System Operating, Capital, and Debt Service Budget and Allocation of Costs for the purpose of notifying the participating Subregional agencies of their allocation of such costs for 2015/16.

**PRESENTER:** Linda Reed, Deputy Director Administration

**MOTION:**

Board Member Holt moved to approve Resolution No. 1084 entitled "Resolution of the Board of Public Utilities Recommending that the Santa Rosa City Council Approve the Preliminary FY2015/16 Subregional System Operating, Capital and Debt Service Budget and the Proposed Operations and Debt Service Allocation of Costs." The motion was seconded by Vice Chair Kaun and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**7.2 REPORT - FY 2015/16 WATER AND LOCAL WASTEWATER FUNDS OPERATION, MAINTENANCE AND CAPITAL EXPENDITURE REQUESTS – RECOMMENDATION TO CITY COUNCIL**

**BACKGROUND:** The Board of Public Utilities will review the FY 2015/16 water and local wastewater funds operation, maintenance and capital expenditure appropriation requests and make a recommendation to the City Council.

**RECOMMENDATION:** It is recommended by Santa Rosa Water staff that the Board of Public Utilities, by resolution, recommend that the City Council approve the FY 2015/16 Water and Local Wastewater funds Operation,

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Maintenance and Capital expenditure requests.

PRESENTER: Linda Reed, Deputy Director Administration

MOTION:

Vice Chair Kaun moved a motion to recommend that the City Council approve the FY2015/16 Water and Local Wastewater funds Operation, Maintenance and Capital expenditure requests. The motion was seconded by Board Member Dowd and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**7.3 REPORT - PROPOSITION 84 GRANT FUNDING AGREEMENT WITH THE STATE WATER RESOURCES CONTROL BOARD (SWRCB) FOR CONSTRUCTION OF WATER SYSTEM INFRASTRUCTURE TO CONNECT FOUR CONTAMINATED PRIVATE WATER SYSTEMS TO CITY WATER**

**BACKGROUND:** The California Department of Public Health (DPH) Drinking Water Program staff requested that the City submit a proposal for grant funds available to provide safe drinking water to small contaminated private water systems. The City received an initial grant to prepare plans and specifications for the connection of four properties currently served by contaminated private wells to the City's water system. The design work was successfully completed, and DPH encouraged the City to apply for a second grant to fund the construction of infrastructure to connect these four properties to the City's water system. Per the proposed grant funding agreement, the City has been awarded a grant for \$3,574,332 for the construction of water system infrastructure and the payment of demand fees associated with the connection of four properties to City water.

**RECOMMENDATION:** It is recommended by Santa Rosa Water staff that the Board of Public Utilities, by resolution, recommend that the Council of the City of Santa Rosa 1) approve an agreement with the SWRCB (which now administered this grand funding)

for funding under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84); 2) authorize the Director of Santa Rosa Water (also known as the Director of Utilities as designated in the proposed funding agreement), or his designee, to execute the funding agreement and related documents, approve claims and reimbursements, execute the budget and expenditure summary and certify that the project is complete and ready for final inspection; and 3) authorize the Chief Financial Officer to appropriate Proposition 84 grant funding from the State in the amount of \$3,574,332 to IFAS Key 17487 - "Water Connections for Four Small Water Systems."

PRESENTER: Tasha Wright, Administrative Analyst

MOTION:

Board Member Holt moved to approve Resolution No. 1085 entitled "Resolution of the Board of Public Utilities Recommending that the Council of the City of Santa Rosa enter into a Funding Agreement with the State Water Resources Control Board (SWRCB) for Funding under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84); Designating Authority to the Director of Santa Rosa Water, or His Designee, to Execute the Funding Agreement and Related Documents, Approve Claims and Reimbursements for the Project, Execute the Budget and Expenditure Summary for the Project, and Certify that the Project is Complete and Ready for Final Inspection; and Designating Authority to the Chief Financial Officer to Appropriate Proposition 84 Grant Funding from the State in the Amount of \$3,574,332 to IFAS Key 17487 – "Water Connections for Four Small Water Systems." The motion was seconded by Board Member Steffensen and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**7.4REPORT - WATER SUPPLY UPDATE**

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

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PRESENTER: Jennifer Burke, Deputy  
Director Water and Engineering Resources

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

**9. REFERRALS – NONE**

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

**11. SUBCOMMITTEE REPORTS**

Chairman Galvin thanked the members of the Budget Review Subcommittee for all of their work on bringing the budgets forward to the full board.

Board Member Holt reported that the Water Conservation Subcommittee would be meeting on April 6.

**12. BOARD MEMBER REPORTS**

Board Member Dowd provided an update from the Automatic Meter Infrastructure selection team and noted that there were two finalists selected for interviews and then an item should be coming forward to the full board.

**13. DIRECTORS REPORT**

David Guhin, Director of Santa Rosa Water reported that a grant in the amount of \$1M had been received from Prop 84 funds for the Colgan Creek Restoration project and that the funding would put the department in a position to receive additional matching funds. An additional grant has been received in the amount of \$2.5M that will fund residential package for toilets and additional options for commercial users. Finally, he reported that the Water Advisory Committee will be meeting on Monday to review the Sonoma County Water Agency budget. The City Council voted on Tuesday to recommend that Santa Rosa vote in favor of that proposed budget.

**14. ANNOUNCEMENT OF CLOSED  
SESSION ITEM(S) AND ADJOURNMENT TO  
CLOSED SESSION (MAYOR'S  
CONFERENCE ROOM - ROOM 10)**

Suzanne Rawlings, Assistant City Attorney announced the closed session item and adjourned to closed session at 2:43 pm.

**14.1 CONFERENCE WITH REAL  
PROPERTY NEGOTIATORS**

Properties: 4099 Walker Avenue  
Santa Rosa, CA  
APN 134231021 and  
Meadow Lane, Santa Rosa, CA  
(no street address)  
APN 134231020

Agency negotiators: Jill Scott and Mike Prinz  
Negotiating parties: Bobby Jo Allen  
Under negotiation: Price and Terms

**15. ADJOURN TO OPEN SESSION AND  
ANNOUNCEMENT OF CLOSED SESSION  
ACTION, IF ANY**

The Board adjourned to open session at 3:04 pm. Assistant City Attorney Rawlings announced that the Board, by unanimous vote, approved two purchase agreements related to the properties listed on the closed session agenda and authorized the Chair to sign the agreements, subject to approval of final language by staff and approval as to form by the City Attorney.

**16. ADJOURNMENT OF MEETING**

At 3:04 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, May 21, 2015 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

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Daniel J. Galvin III

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Gina Perez