

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, APRIL 16, 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**

Board Member Dowd stated that he would be abstaining from the approval of the minutes from March 19, 2015 because he was absent from the meeting.

**STUDY SESSION - NONE**

**MINUTES APPROVAL**

Vice Chair Kaun moved a motion to approve the minutes from March 19, 2015. The motion was seconded by Board Member Holt. AYES (6) NO (0) ABSENT (0) ABSTAIN (1) Dowd

**STAFF BRIEFINGS**

**5.1 CITY HALL LANDSCAPE RETROFIT PROJECT UPDATE**

**BACKGROUND:** Staff will provide a brief overview of the City Hall Landscape Retrofit project and update the Board on recent project events and next steps. The Board may discuss this item and give direction to staff.

**PRESENTER(S):** Deb Lane, Water Resources Analyst

**CONSENT ITEMS**

**6.1 BID AWARD AND ISSUANCE OF CONTRACT - DEWATERING POLYMER**

**MOTION:**

Board Member Arnone moved a motion to authorize the award of bid and issuance of a one-year term contract, with four one-year extension options, for the supply of dewatering polymer to the Laguna Wastewater Treatment Plant to SNF Polydyne, Inc., Riceboro, Georgia, in the amount of \$210,000. Funds required for this

operational expense have been allocated in the fiscal year 2014-15 fiscal year budget of the Utilities Department in 130802-5329 and will be included in fiscal year 2015-16 budget when approved by City Council. The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**6.2 CONTRACT AWARD - HIGH STRENGTH WASTE RECEIVING FACILITY**

**MOTION:**

Board Member Arnone moved a motion to award Construction Contract No. C01883 in the amount of \$2,177,000.00 to the lowest responsive bidder, Pacific Infrastructure Corporation, of Pleasanton, California for the High Strength Waste Receiving Facility, approve a 10% contract contingency, and authorize a total contract amount of \$2,394,700.00. The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**REPORT ITEMS**

**7.1 AMENDMENT OF STAGE 1 - MANDATORY OF THE CITY'S URBAN WATER SHORTAGE CONTINGENCY PLAN**

**BACKGROUND:** On January 17, 2014, the Governor of the State of California declared a state-wide drought emergency and asked Californians to voluntarily reduce water use by 20%. On February 11, 2014, the City Council adopted a resolution requesting a voluntary 20% reduction in water use from customers to support the Governor's declaration. On April 25, 2014 the Governor of the State of California issued an Executive Order directing local water suppliers to redouble efforts to implement water conservation activities. On July 15, 2014 the State Water Resources Control Board adopted Drought Emergency Water Conservation Regulations that apply to all Californians and all urban water suppliers. On August 5, 2014, the City Council adopted a resolution requiring customers to reduce community-wide water use by 20%. On March 27, 2015, additional State Board Emergency Regulations went into effect continuing previous water use restrictions,

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adding additional restrictions, and requiring water providers to implement the stage of their Shortage Plan that limits the number of days that outdoor irrigation of ornamental landscapes or turf is allowed with potable water or to amend their Shortage Plan to include limits on the number of days that outdoor irrigation of ornamental landscapes or turf is allowed with potable water.

**RECOMMENDATION:** It is recommended by Santa Rosa Water that the Board of Public Utilities, by resolution, recommend that the City Council amend Stage 1 – Mandatory of the City's Urban Water Shortage Contingency Plan requiring customers to limit outdoor irrigation to specific days per week as required by the State Board Emergency Regulations; authorize the Director of Santa Rosa Water the authority to implement actions subsequently mandated by State Board Emergency Regulations and Governor's Executive Order related to drought; and authorize the Chief Financial Officer to appropriate funding in the amount of \$100,000 from unappropriated balance in fund 1611 - "Water Operations" to IFAS Key 55562 – "Drought Response."

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

**MOTION:**

Board Member Dowd moved to approve Resolution No. 1086 entitled "Resolution of the Board of Public Utilities Recommending that the Council of the City of Santa Rosa Amend Stage 1 – Mandatory of the City's Urban Water Shortage Contingency Plan Requiring Customers to Limit Outdoor Irrigation to Specific Days per Week as Required by the State Board Emergency Regulations; Authorize the Director of Santa Rosa Water to Implement Actions Mandated by State Board Emergency Regulations and Governor's Executive Orders Related to Drought: and Authorize the Chief Financial Officer to Appropriate Funding in the Amount of \$100,000 from Unappropriated Balance in Fund 1611 – "Water Operations" to IFAS Key – 55562 "Drought Response." The motion was seconded by Vice Chair Kaun and carried

unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

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

**9. REFERRALS - NONE**

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

**11. SUBCOMMITTEE REPORTS**

Board Member Holt reported that the Water Conservation Subcommittee met on April 6, 2015 to consider the water use efficiency awards. The awards will be presented at the City Council meeting on May 26, 2015. The subcommittee also discussed the update to the Urban Water Management Plan, the City Hall demonstration garden and the Governor's Executive Order.

Chairman Galvin thanked the Budget Review Subcommittee for their work on the Subregional budget which received Council approval at their meeting on April 14, 2015.

**12. BOARD MEMBER REPORTS**

Board Member Dowd reported that a firm has been selected for the Automatic Meter Infrastructure project and contract negotiations have begun. The contract will come to the Board and Council for approval at a future meeting. He expressed his appreciation to Kimberly Zunino and indicated she would be continuing as the project manager for the duration of the project.

**13. DIRECTORS REPORT**

David Guhin, Director of Santa Rosa Water provided information about the Earth Day event scheduled for April 18<sup>th</sup>; expressed his appreciation to Linda Reed for a successful Subregional budget approval from the City Council; and lastly, he reported that an employee at the Treatment Plant discovered that by blending gas and natural gas in a particular mixture for energy production, it appears to have resulted in a savings of

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approximately \$60,000 per year in energy costs.

**14. ADJOURNMENT OF MEETING**

At 2:36 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, June 4, 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