

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, FEBRUARY 6, 2014  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

1:36 p.m. City Council Chamber

**ROLL CALL**

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

**STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

Board Member Arnone stated that he would be abstaining from item 6.3 because he has a prior client relationship with the recipient of the letter.

**STUDY SESSION - NONE**

**MINUTES APPROVAL**

Board Member Holt moved the approval of the minutes for November 7, 2013. The motion was seconded by Board Member Steffensen and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**STAFF BRIEFINGS - NONE**

**CONSENT ITEMS**

**6.1 AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MERRITT SMITH CONSULTING FOR EFFLUENT DISPOSAL MANAGEMENT SUPPORT**

**MOTION:**

Board Member Steffensen moved a motion to approve Amendment No. 3 to the Professional Services Agreement with Merritt Smith Consulting, a no cost time extension, for Effluent Disposal Management and authorizes the Chair to sign the Amendment to the Agreement. The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**6.2 LELAND ST, STANFORD, ST, AND FAIR OAKS AVE SEWER AND WATER REPLACEMENT**

David Guhin, Director of Utilities indicated that the staff report referenced an appeal. No appeal has been filed and time has lapsed to do so.

**MOTION:**

Board Member Steffensen moved a motion to award a construction contract in the amount of \$1,022,222.21 to the lowest responsive bidder, Team Ghilotti, Inc., of Petaluma, California, for Leland, Stanford and Fair Oaks Sewer and Water Main Replacement, approve a 15% contract contingency, and authorize a total contract amount of \$1,175,555.54. The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**6.3 COMMITMENT TO MAINTAIN THE IRWIN CREEK RIPARIAN RESTORATION AT STONE FARM PROJECT THROUGH JUNE 30, 2033**

Board Member Holt pulled Consent Item 6.3 for discussion.

At 1:40 p.m., Board Member Arnone left the dais.

Board Member Holt asked for and received clarification on the CEQA and mitigation process.

**MOTION:**

Board Member Holt moved a motion to authorize the Director of Utilities to sign, as revised, that attached letter to the Laguna Foundation committing to maintain the Irwin Creek Riparian Restoration at Stone Farm Project through June 30, 2033, subject to the conditions set forth in the conservation easement held by the Sonoma County Agricultural Preservation and Open Space District and in the City's ranch plans. The motion was seconded by Vice Chair Galvin. AYES (6) NO (0) ABSENT (0) ABSTAIN (1) Arnone

At 1:47 p.m., Board Member Arnone returned to the dais.

**REPORT ITEMS**

**7.1 REPORT – AMENDMENT NO. 4 TO PROFESSIONAL SERVICES AGREEMENT WITH THE FURMAN GROUP FOR FEDERAL FUNDING ADVOCACY SERVICES FOR IMPLEMENTATION OF**

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, FEBRUARY 6, 2014  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

**THE SANTA ROSA URBAN REUSE PROJECT**

**BACKGROUND:** On January 16, 2014, the Board considered Amendment No. 4 to The Furman Group's (TFG) Professional Service Agreement and requested changes to clarify the need for frequent reports to the Director about the status of relevant legislation and the need for the strategic and contract management decisions to be made in response to such status reports. TFG's scope of work was modified to address the former and the resolution was modified to address the latter.

**RECOMMENDATION:** Utilities Department staff and Contract Review Subcommittee recommend that the Board of Public Utilities, by resolution, approve Amendment No. 4 to the Professional Services Agreement with The Furman Group to increase compensation from \$516,000 to \$642,000 and extend the contract period to December 31, 2014.

Presenter: David Guhin, Director of Utilities

**MOTION:**

Board Member Dowd moved to approve Resolution No. 1061 entitled "Resolution of the Board of Public Utilities Approving Amendment No. 4 to the Professional Services Agreement with the Furman Group for Federal Funding Advocacy Services." The motion was seconded by Board Member Kaun and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**7.2 REPORT – RECOMMENDATION TO THE CITY COUNCIL TO ADOPT A RESOLUTION FOR A COMMUNITY-WIDE 20% REDUCTION IN WATER USE THROUGH VOLUNTARY CONSERVATION**

**BACKGROUND:** California is experiencing record low rainfall and extremely dry conditions throughout the State. In an average year, Santa Rosa receives approximately 33 inches of rainfall. In 2013, Santa Rosa received less than 6 inches of rainfall. 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%. In

response, the Utilities Department staff has joined in a regional outreach campaign to increase water awareness and reduce water use and has developed water-use efficiency recommendations to achieve a 20% reduction in water use.

**RECOMMENDATION:** The Utilities Department recommends that the Board of Public Utilities recommend, by resolution, that the City Council request water customers reduce water use by 20% through voluntary conservation.

Presenters: Kimberly Zunino, Water Use Efficiency Coordinator

**PUBLIC COMMENT**

Brenda Adelman, Russian River Watershed Protection Committee stated good things are happening but the crisis is an ongoing problem; asked how savings will be tracked; and asked that outreach be done to the large users.

**MOTION:**

Board Member Dowd moved to approve, as revised, Resolution No. 1062 entitled "Resolution of the Board of Public Utilities Recommending that the Council of the City of Santa Rosa request Customers Reduce Water Use by 20% Through Voluntary Conservation." The motion was seconded by Vice Chair Galvin and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**7.3 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.

Presenters: Mike Prinz, Deputy Director Subregional Operations

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

**9. REFERRALS - NONE**

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

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, FEBRUARY 6, 2014  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

**11. SUBCOMMITTEE REPORTS**

Board Member Dowd reported that the Budget Review Subcommittee met yesterday and has set the calendar for the next two months to discuss any impacts the drought might have on the budget.

At 2:55 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, February 20, 2014 at approximately 1:30 p.m. in the City Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

**12. BOARD MEMBER REPORTS – NONE**

**13. DIRECTORS REPORT**

David Guhin, Director of Utilities provided an update on the groundwater supply project and requested that Chairman Gale appoint a member of the Board to sit on the review panel for the Request for Qualifications. He further discussed changes being put into place for construction projects and their use of potable water; his participation on the newly established Drought Task Force with ACWA; the distribution of the Annual Report from the Sonoma County Water Savings Partnership; and the Council approval of the Department's 2-year rates.

---

Stephen Gale

---

Gina Perez

At 2:34 p.m., Suzanne Rawlings, Assistant City Attorney announced the closed session, listed on Addendum No.1 to the agenda.

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

**14.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant Exposure to Litigation pursuant to paragraph (3) of subdivision (e) of Government Code section 54956.9:

Liability Claim

Claimant: Rick Kennedy

Agency claimed against: City of Santa Rosa

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

At 2:55 p.m., the meeting adjourned to open session and Chairman Gale announced that no action was taken.

**16. ADJOURNMENT OF MEETING**