

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, JUNE 2, 2016  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

1:30 p.m. Mayor's Conference Room  
– Room 10

MINUTES APPROVAL – NONE

STAFF BRIEFINGS - NONE

**ROLL CALL**

**CONSENT ITEMS**

Present (4) Chairman Galvin, Vice  
Chair Kaun, Board Members Arnone,  
Tibbetts

6.1 AGREEMENT FOR  
REIMBURSEMENT FUNDING OF  
CITY OF SANTA ROSA LOCAL  
SUPPLY PROJECT (LRT2  
PROGRAM)

Absent (3) Board Member Dowd, Holt  
and Watts

**STATEMENTS OF ABSTENTION BY  
BOARD MEMBERS**

**MOTION:**

No statements of abstention were  
made by Board Members.

Vice Chair Kaun moved a motion to  
approve the Sonoma County Water  
Agency "Agreement for  
Reimbursement Funding of City of  
Santa Rosa Local Supply Project  
(LRT2 Program)" in the amount of  
\$1,157,223 and authorize the Chair of  
the Board of Public Utilities to sign the  
agreement. The motion was seconded  
by Board Member Arnone. AYES (4)  
NO (0) ABSENT (3) Dowd, Holt and  
Watts ABSTAIN (0)

**STUDY SESSION**

**3.1 METER UPGRADE PROJECT –  
ADVANCED METERING  
INFRASTRUCTURE (AMI)**

**6.2 APPROVAL OF A RESOLUTION  
DELEGATING APPROVAL AND  
SIGNATURE AUTHORITY TO THE  
DIRECTOR OF THE WATER  
DEPARTMENT TO EXECUTE  
RIGHTS OF ENTRY ON CITY  
OWNED PROPERTY MANAGED BY  
THE WATER DEPARTMENT**

**BACKGROUND:** On December 20,  
2012 the Board of Public Utilities  
(Board) authorized a contract with  
SAIC to perform an Advanced  
Metering Infrastructure (AMI)  
Feasibility Study. In October 2013,  
the Board directed staff to proceed  
with an RFP and contract negotiations  
for an AMI project. Staff will present  
an informational session on the AMI  
Project, including information on the  
vendor selection process, contract  
negotiations and environmental study  
requirements.

**MOTION:**

**PRESENTER(S):** Kimberly Zunino,  
Revenue Manager

Vice Chair Kaun moved a motion to  
approve Resolution No. 1117 entitled  
"Resolution of the Board of Public  
Utilities Delegating Approval and  
Signature Authority to the Director of  
the Water Department for Rights of  
Entry on City owned Property

At 2:11 p.m., the Board adjourned the  
Study Session and reconvened to  
open session in City Council Chamber  
at 2:15 p.m.

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Managed by the Water Department.”  
The motion was seconded by Board Member Arnone. AYES (4) NO (0) ABSENT (3) Dowd, Holt, and Watts ABSTAIN (0)

**REPORT ITEMS**

**7.1 RESCINDING STAGE 1 – MANDATORY OF THE CITY OF SANTA ROSA URBAN WATER SHORTAGE CONTINGENCY PLAN**

**BACKGROUND:** In response to the drought and Emergency Conservation Regulation issued by the State Water Resources Control Board (State Water Board) in 2014, the City Council adopted Stage 1 – Mandatory of the City’s Urban Water Shortage Contingency Plan on August 5, 2014, imposing mandatory restrictions on outdoor irrigation with potable water and requiring customers to reduce community-wide water use by 20%. Due to above average precipitation in our area for the winter of 2015-16, water supply conditions in Lake Sonoma and Lake Mendocino are at capacity. On May 18, 2016 the State Water Board adopted an updated Emergency Conservation Regulation (May 2016 Regulation) which eases drought restrictions based on local supply, allowing local water agencies to self-certify water supply availability and reliability. Working closely with Sonoma County Water Agency, the water supply analysis shows that there is more than adequate supply to meet demands for the next three years. Therefore, under the May 2016 Regulation, there is no longer a conservation standard for the City of Santa Rosa.

**RECOMMENDATION:** It is recommended by the Water Department that the Board, by resolution, recommend that the City Council rescind Stage 1 – Mandatory of the City’s Urban Water Shortage Contingency Plan effective June 14, 2016.

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

**MOTION:**

Board Member Arnone moved to approve Resolution No.1118 entitled “Resolution of the Board of Public Utilities Recommending that the Council of the City of Santa Rosa Adopt a Resolution Rescinding Stage 1 of the City’s Urban Water Shortage Contingency Plan” The motion was seconded by Board Member Tibbetts. AYES (4) NO (0) ABSENT (3) Dowd, Holt and Watts ABSTAIN (0)

**7.2 2015 URBAN WATER MANAGEMENT PLAN AND 2015 URBAN WATER SHORTAGE CONTINGENCY PLAN**

**BACKGROUND:** The Urban Water Management Planning Act (Act) requires every urban water supplier that provides water for municipal purposes to more than 3,000 connections or supplying more than 3,000 acre-feet per year (AFY) of water to adopt and submit an Urban Water Management Plan (UWMP) to the California Department of Water Resources (DWR) every five years, in years ending with a “5” or “0”. The deadline for water suppliers to adopt

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their 2015 UWMP was extended from December 31, 2015 to July 1, 2016. The City is an urban supplier of water for approximately 53,000 connections supplying approximately 20,000 AFY of water and is therefore required to comply with the Act.

The Act requires very specific information to be included in the UWMP and requires the urban water supplier to hold a public hearing to review and adopt the UWMP. The City's previous UWMP was the 2010 UWMP, which was adopted by the City Council in June 2011. The Act also includes a requirement to prepare an Urban Water Shortage Contingency Plan (Shortage Plan), which details how a community would react to a reduction in water supply up to 50%. Santa Rosa's Shortage Plan was initially adopted in 1992 and, prior to this 2015 update, the Shortage Plan was most recently updated and adopted by City Council in June 2011.

The Water Conservation Subcommittee of the Board of Public Utilities met multiple times from February through April 2016 to participate in the development of the 2015 UWMP and the 2015 Shortage Plan.

**RECOMMENDATION:** It is recommended by the Water Department that the Board of Public Utilities, by resolution, recommend that the City Council adopt the 2015 Urban Water Management Plan and the 2015 Urban Water Shortage Contingency Plan, the latter of which is included as an Appendix to the 2015 Urban Water Management Plan.

**PRESENTER(S):** Rocky Vogler,  
Senior Water Resources Planner

**MOTION:**

Vice Chair Kaun moved to approve Resolution No. 1119 entitled "Resolution of the Board of Public Utilities Recommending that the Council of the City of Santa Rosa Adopt the 2015 Urban Water Management Plan and the 2015 Urban Water Shortage Contingency Plan". The motion was seconded by Board Member Tibbetts. AYES (4) NO (0) ABSENT (3) Dowd, Holt, and Watts ABSTAIN (0)

**7.3 REQUEST FOR AUTHORIZATION TO ENTER INTO A MATCHING GRANT AGREEMENT WITH THE LAGUNA FOUNDATION AND THE SONOMA COUNTY AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT TO RECEIVE A MATCHING FUNDS GRANT FOR RIPARIAN HABITAT RESTORATION ON IRWIN CREEK**

**BACKGROUND:** Approval of a matching grant agreement will facilitate matching grant funds from the Sonoma County Agricultural Preservation and Open Space District for riparian habitat restoration on Irwin Creek.

**RECOMMENDATION:** It is recommended by the Water Department that Board of Public Utilities, by resolution, approve a matching grant agreement with the Laguna Foundation and Sonoma County Agricultural Preservation and

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Open Space District for Irwin Creek Riparian Restoration.

PRESENTER: Denise Cadman,  
Environmental Specialist

**MOTION:**

Vice Chair Kaun moved to approve Resolution No. 1120 entitled "Resolution of the Board of Public Utilities of Santa Rosa Approving a Matching Grant Agreement Among the Laguna de Santa Rosa Foundation, the Sonoma County Agricultural Preservation and Open Space District and the City of Santa Rosa to Receive a Matching Funds Grant for Riparian Habitat Restoration on Irwin Creek". The motion was seconded by Board Member Tibbetts. AYES (4) NO (0) ABSENT (3) Dowd, Holt, and Watts 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**

Chairman Galvin announced there would be a meeting upcoming in July for the Contract Subcommittee.

**12. BOARD MEMBER REPORTS - NONE**

**13. DIRECTORS REPORT**

Mike Prinz, Acting Director, announced that Santa Rosa Water will once again be hosting the Algebra Academy. He also announced that the high strength waste facility is weeks away from accepting the first test load of food waste. The Water Smart Expo was a success and showed a need for more outreach to the public regarding the Santa Rosa Compost Facility. There may be an update regarding these efforts in future Director's Reports.

**14. ADJOURNMENT OF MEETING**

At 3:29 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, June 16, 2016 at approximately 1:30 p.m. in the Utilities Field Office, Conference Room M, 35 Stony Point Rd., Santa Rosa.

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Daniel J. Galvin III

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Gina Perez