

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, JANUARY 7, 2016
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:32 p.m. Council Chamber – Room 10

ROLL CALL

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

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

No statements of abstention were made.

STUDY SESSION - NONE

MINUTES APPROVAL – December 17, 2015

Vice Chair Kaun moved a motion to approve the minutes from December 17, 2015. The motion was seconded by Board Member Holt and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

STAFF BRIEFINGS - NONE

CONSENT ITEMS

6.1 WATER EFFICIENT LANDSCAPE ORDINANCE AMENDMENT

MOTION:

Vice Chair Kaun moved a motion to approve Resolution No. 1109 entitled “Resolution of the Board of Public Utilities Recommending City Council introduce an Ordinance Amending Chapter 14-30 Water Efficiency Landscape Ordinance of the Santa Rosa City Code to Expand the Definition of a High-Flow Sensor and Clarify when Soil Analysis Reports must be Submitted.” The motion was seconded by Board member Dowd and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

REPORT ITEMS

7.1 AUTHORIZING DIRECTOR OF WATER TO SIGN CONTRACTS WITH QUALIFIED PLUMBING CONTRACTORS FOR THE EFFICIENT FIXTURES DIRECT INSTALLATION PROGRAM

BACKGROUND: The California Department of Water Resources (DWR) awarded Santa Rosa Water a grant for the installation of high efficiency plumbing fixtures at no cost to eligible Santa Rosa Water customers. The grant provides funds for contracting with qualified plumbing contractors to install the residential and commercial fixtures. On December 9, 2015, staff advertised a Request for Qualifications for the Efficient Fixtures Direct Installation Program. Bidders that meet all of the qualifications and agree to all program requirements will be authorized to perform work for the Program and will be included on the list of approved plumbing contractors. Residential customers can receive up to two toilet packages while supplies last by selecting the plumbing contractor of their choice at srcity.org/FreeToilets. Commercial kitchens and restaurants served by Santa Rosa Water can receive up to four pre-rinse spray valves while supplies last by selecting the plumbing contractor of their choice at srcity.org/SprayValve.

RECOMMENDATION: It is recommended by the Water Department that the Board of Public Utilities, by resolution, authorize the Director of Water or his designee to sign contracts with qualified plumbing contractors for the Efficient Fixtures Direct Installation Program.

PRESENTER(S): Colin Close, Sustainability Coordinator – Water

MOTION:

Vice Chair Kaun moved to approve Resolution No. 1110 entitled “Resolution of the Board of Public Utilities Authorizing the Director of Water or his Designee to Sign Contracts with Qualified Plumbing Contractors for the Efficient Fixtures Direct Installation Program. The motion was seconded by Board Member Tibbetts and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

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**7.2 PROJECT WORK ORDER APPROVAL –
PROFESSIONAL ENGINEERING SERVICES
FOR THE LAGUNA TREATMENT PLANT
DISINFECTION IMPROVEMENTS**

BACKGROUND: Ultraviolet light (UV) is the primary disinfection process for the LTP. In 2012, the Department of Drinking Water (DDW), re-evaluated and subsequently de-rated the disinfection system capacity, creating a disinfection system capacity deficiency under some wet weather conditions. Additionally, the existing system was commissioned in 1998 and is nearing the end of its useful life (estimates are about 5 years of remaining life). These events triggered the need to assess disinfection system options in order to ensure that the LTP has adequate disinfection capacity under all flow rates. In 2013, a preliminary analysis reviewed the feasibility of four alternative concepts for upgrading the disinfection system capacity. These alternatives included adding additional UV channel(s), replacing the existing UV system with new UV equipment, augmenting the existing UV system with pasteurization, and augmenting the existing UV system with ozone.

RECOMMENDATION: It is recommended by Capital Projects Engineering (a division of Engineering Services) that the Board of Public Utilities, by motion, approve a Project Work Order under the Master Professional Services Agreement with Carollo Engineers, Inc. of Walnut Creek to provide Professional Engineering Services for the Laguna Treatment Plant Disinfection Improvements in the amount not to exceed \$2,803,599.00.

MOTION:

Board member Dowd moved a motion to continue the item until the January 21st meeting to give staff time to address Board Member inquiries. The motion was seconded by Vice Chair Kaun and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

Brenda Adelman, Russian River Watershed Protection Committee, expressed her displeasure at not being notified in advance that the item was to be continued, and asked

for clarification on the “lunch meeting” mentioned by Vice Chair Kaun.

Chairman Galvin, stated that it was not a meeting of the Board but a lunch with the Director prior to the Board meeting, and it was brought up that staff needed more time to address Board Member concerns.

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.

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

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS

Brenda Adelman, Russian River Watershed Protection Committee, inquired about what will happen if the drought continues and there is no longer any way for customers to conserve on their end, and how there is a nexus between development and water supply/environmental health.

Jennifer Burke, Deputy Director of Engineering and Water Resources, addressed these concerns by stating that the City requires that new developments be highly water efficient, and there are updates upcoming for the Urban Water Management Plan.

9. REFERRALS - NONE

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

11. SUBCOMMITTEE REPORTS

Vice Chair Kaun, asked for assistance from the rest of the Board to work on a subcommittee to create guidelines for contracts with Santa Rosa Water to work within the Russian River Landscaping Guidelines to ensure vendors are following those guidelines and using products on City property using those guidelines.

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Chairman Galvin reported on the Contract Review Subcommittee and that they had met regarding Item 7.2. He also reported there will be an Expanded Water Supply Group meeting on January 28th.

12. BOARD MEMBER REPORTS - NONE

13. DIRECTORS REPORT

David Guhin, Director reported on the impact El Nino is having on the drought, the steps the department has taken to address operations during wet weather events. A temporary flood wall is being installed at the Laguna Treatment Plant. Director Guhin reported that the daily flow to the Treatment Plant is at its lowest ever, at 13.3 MGD, done through conservation. Director Guhin also reported that the annual local crew rotation has occurred. This event allows cross training across the department for the USO's by switching which crew staff are working on. Finally, there was an article in the Press Democrat featuring the new high strength waste facility. A question was raised by Board member Arnone regarding Director Guhin's temporary appointment as the Director of Planning and Economic Development, as well as Director of Water. Director Guhin answered that the best possible answer he could determine was early July for completion of the assignment, and gave accolades to his staff regarding the work they continue to do.

14. ADJOURNMENT OF MEETING

At 2:24 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, January 21, 2016 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

Daniel J. Galvin III

Gina Perez