

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, SEPTEMBER 5, 2013  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

1:31 p.m. City Council Chamber

**ROLL CALL**

Present (5) Chairman Gale, Board Members Dowd, Holt, Kaun and Steffensen

Absent (1) Vice Chair Galvin

Vacant (1)

Chairman Gale made the following announcements:

- Michael Carney has resigned from the Board and he acknowledged his contributions to the Board especially for his role as Chair of the Budget Subcommittee.
- A change in procedure based on new rules adopted by City Council. Initial discussions on agenda items should be limited to questions on factual information being presented by staff. After that time, a motion should be made and seconded to allow for additional, specific discussion regarding the motion that was made followed by consideration on said motion. If an item has been discussed at the subcommittee level, Chairman Gale will be asking a member of that subcommittee to move a motion for consideration.
- With the resignation of Board Member Carney, Board Member Dowd will assume the Chair position of the Budget Review Subcommittee.
- Board Member Kaun has been appointed in an Ad Hoc capacity to lead discussions with the Army Corp of Engineers with regard to potential projects related to the Water Resources Development Act (WRDA) Bill.

**STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

Board Member Steffensen stated that he would be abstaining from item 6.1 because

the low bidders are Union contractors and he worked with the Union apprenticeship program within the last 12 months.

Chairman Gale stated he would be abstaining from the approval of the minutes for July 18, 2013 because he was absent from that meeting.

**MINUTES APPROVAL**

Board Member Holt moved the approval of the minutes for June 20, 2013. The motion was seconded by Board Member Kaun and carried unanimously. AYES (5) NO (0) ABSENT (1) Galvin ABSTAIN (0) VACANT (1)

Board Member Kaun moved the approval of the minutes for July 18, 2013. The motion was seconded by Board Member Holt and carried unanimously. AYES (4) NO (0) ABSENT (1) Galvin ABSTAIN (1) Gale VACANT (1)

**STAFF BRIEFINGS**

**5.1 PRESENTATION OF THE NEW "TAKE IT FROM THE TAP" WATER PITCHERS**

Teresa Gudino, Water Resources Analyst gave the staff presentation and presented the Board with new pitchers to support the Santa Rosa's Take it from the Tap program which promotes drinking tap water rather than bottled water. Virginia Porter, Executive Director of Russian River Watershed Association (RRWA) thanked the Board for Santa Rosa's involvement in RRWA and the Take it from the Tap campaign.

**CONSENT ITEMS**

**6.1 ORCHARD ST, ARBOR AVE, N BEAVER ST AND DEXTER ST SEWER AND WATER REPLACEMENT**

**MOTION:**

Board Member Dowd moved a motion to award a construction contract in the total amount of \$1,372,040.00 to the lowest responsive bidder, Argonaut Constructors, of Santa Rosa, CA, for Orchard St. Arbor Ave, N Beaver St and Dexter St Sewer and Water Replacement and approve a construction

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contingency of 15 percent. The motion was seconded by Board Member Kaun and carried unanimously. AYES (4) NO (0) ABSENT (1) Galvin ABSTAIN (1) Steffensen VACANT (1)

**REPORT ITEMS**

**7.1 PROFESSIONAL SERVICES AGREEMENT WITH KENNEDY/JENKS CONSULTANTS FOR SCOPING THE DEVELOPMENT OF AN ENERGY OPTIMIZATION PLAN**

Colin Close, Research and Program Coordinator gave the staff presentation.

Board Member Holt provided a recap of the Contract Review Subcommittee meeting discussions.

**MOTION:**

Board Member Kaun moved a motion to approve a Professional Services Agreement with Kennedy/Jenks Consultants, Inc., no to exceed \$28,700 to develop a scope of work for a Department-wide Energy Optimization Plan. The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (1) Galvin ABSTAIN (0) VACANT (1)

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

**9. REFERRALS - NONE**

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

**11. SUBCOMMITTEE REPORTS**

Board Member Holt stated the Contract Review Subcommittee was given under item 7.1.

Board Member Dowd reported that the Budget Review Subcommittee will be meeting on September 10<sup>th</sup> to discuss rate recommendations.

**12. BOARD MEMBER REPORTS**

Board Member Holt reported that he checked in with Brenda Adelman; she is doing well and

has been unable to attend the meetings.

**13. DIRECTORS REPORT**

Mike Prinz, Deputy Director of Subregional Operations provided an update on the current recycled water storage system.

David Guhin, Director of Utilities announced that he has received the retirement notice from Dell Tredinnick. He will be leaving on September 19<sup>th</sup>. Mr. Tredinnick was present at the meeting and spoke to the Board, thanking them, staff and his team for their support and stating it has been his honor working for this organization.

**14. ADJOURNMENT OF MEETING**

At 2:11 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, September 19, 2013 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

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Stephen Gale

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Gina Perez