

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, MARCH 5, 2015  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

1:31 p.m. City Council Chamber

PRESENTER(S): Nicole Dorotinsky and Colin Close, Research and Program Coordinators

**ROLL CALL**

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

**CONSENT ITEMS**

**6.1 SILVA AVENUE & KING STREET  
SEWER & WATER REPLACEMENT  
MOTION:**

**STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

Vice Chair Kaun stated that she would be abstaining from the approval of the minutes for February 5, 2015 because she was absent from the meeting.

Board Member Dowd moved a motion to award Construction Contract No. C01119 in the amount of \$1,863,310.00 to the lowest responsive bidder, Argonaut Constructors, Inc., of Santa Rosa, CA for Silva Avenue & King Street Sewer & Water Replacement, approve a 15% contract contingency, and authorize a total contract amount of \$2,142,806.50. The motion was seconded by Vice Chair Kaun and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

Board Member Tibbetts stated that he would be abstaining from the approval of the minutes for January 15, 2015 and February 5, 2015 because he was not a member of the Board at the time of the meeting.

**REPORT ITEMS**

**STUDY SESSION - NONE**

**7.1 REPORT - WATER SUPPLY UPDATE**

**MINUTES APPROVAL**

Board Member Arnone moved a motion to approve the minutes from January 15, 2015. The motion was seconded by Board Member Dowd. AYES (6) NO (0) ABSENT (0) ABSTAIN (1) Tibbetts

BACKGROUND: Staff will update the Board on water supply issues. The Board may discuss this item and give direction to staff.

Board Member Arnone moved a motion to approve the minutes from February 5, 2015. The motion was seconded by Board Member Dowd. AYES (5) NO (0) ABSENT (0) ABSTAIN (2) Kaun, Tibbetts

PRESENTER(S): Jennifer Burke, Deputy Director Water and Engineering Resources and Mike Prinz, Deputy Director Subregional Operations

**STAFF BRIEFINGS**

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

**5.1 ENERGY AND SUSTAINABILITY TEAM OVERVIEW**

BACKGROUND: The Energy and Sustainability Team works to ensure the Department achieves its objectives related to energy management, resource management, climate action, water-energy optimization, and water education. This presentation will include a very brief overview of the team's work. The Board may discuss this item and give direction to staff.

**9. REFERRALS – NONE**

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

**11. SUBCOMMITTEE REPORTS**

Board Member Dowd reported that the Budget Review Subcommittee has had three meetings already with one additional scheduled for Tuesday. He also thanked staff and Vice Chair Kaun and Board Member Arnone for their time attending the meetings. Board Member Arnone expressed appreciation to staff for the quick response to Board comments.

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Board member Holt reported that the Contract Review Subcommittee will be meeting on Tuesday.

Chairman Galvin thanked the Board for all of their time serving on the subcommittee assignments. He indicated that a memo was sent by email regarding the new assignments as follows:

Budget Review: Chair, Board Member Dowd, Board Member Arnone and Vice Chair Kaun

Contract Review: Chair, Chairman Galvin, Board Members Holt and Tibbetts

Council/BPU Liaison Committee: Chair, Chairman Galvin, Vice Chair Kaun and Board Member Tibbetts

Water Conservation: Chair, Board Member Holt and Board Member Steffensen

Expanded Water Supply Group: Chairman Galvin and Vice Chair Kaun

Ad Hoc Committees

Healdsburg Ad Hoc: Board Member Dowd

Nutrient Offset Program: Chairman Galvin

WRDA Ad Hoc: Vice Chair Kaun

#### 12. BOARD MEMBER REPORTS

Board Member Tibbetts reported that he attended the Beers, Cider and Spirits conference as well as many members of Utilities staff to work with local businesses in this industry. He also attended a creek clean up at the Brush Creek and Santa Rosa Creek areas with Alistair Bleifuss and the group cleaned up nearly 100 pounds of trash.

Board Member Dowd reported that he has been appointed to serve on the Automatic Meter Infrastructure Request for Proposals review panel. Five complete proposals were received and the committee is meeting to discuss and decide who will be moving forward in the process. He expressed appreciation for all of the work that Kimberly Zunino has done to get this project where it is.

#### 13. DIRECTORS REPORT

David Guhin, Director of Utilities spoke about the work as serving as the interim Director for Transportation and Public Works and the current budget process. He acknowledged Linda Reed for her efforts in moving the budget forward. He also participated on the Beers, Spirits and Ciders Conference and sat on the panel with a local engineer and received lots of positive comments from businesses that attended. He acknowledged Gabe Osburn for doing an excellent job filling in for someone on two days' notice. The Laguna Treatment Plant hosted a visit from 18 students and faculty from the National Defense University Eisenhower School, all energy experts from the military. The Recreation and Parks 5K run will be on March 15 at 3pm. Finally, he spoke about the name of the department moving to Santa Rosa Water. Elise Howard, Communications Coordinator, spoke about the transition and explained that the change would provide a clear concise message of who we are and what services we provide and will include a relaunching of the e-newsletter, events, bill inserts, and try to create a fun, engaging messaging to talk with our community.

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

Suzanne Rawlings, Assistant City Attorney announced the closed session item 14.1.

#### 14.1 CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Properties: 4099 Walker Avenue  
Santa Rosa, CA  
APN 134231021 and  
Meadow Lane, Santa Rosa, CA  
(no street address)  
APN 134231020

Agency negotiators: Jill Scott and Mike Prinz  
Negotiating parties: Bobby Jo Allen  
Under negotiation: Price and Terms

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

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The Board adjourned to open session at 3:07 p.m. Assistant City Attorney Suzanne Rawlings announced that the Board had given its negotiators instructions regarding price and terms.

**16. ADJOURNMENT OF MEETING**

At 3:07 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, March 19, 2015 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

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Dan Galvin

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Gina Perez