

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
MONDAY, DECEMBER 9, 2013  
CITY HALL COMMUNITY DEVELOPMENT – ROOM 7, 100 SANTA ROSA AVENUE  
SPECIAL MEETING**

1:30 p.m. Community Development -  
Conference Room 7

**ROLL CALL**

Present (6) Chairman Gale, Vice Chair Galvin,  
Board Members Arnone, Holt, Kaun and  
Steffensen

Absent (1) Board Member Dowd

**STATEMENTS OF ABSTENTION BY BOARD  
MEMBERS**

Board Member Steffensen stated that he  
would be abstaining from item 8.1 because  
the low bidders are Union contractors and he  
worked with the Union apprenticeship  
program within the last 12 months.

**ANNOUNCEMENT OF CLOSED SESSION  
ITEM(S) AND ADJOURNMENT TO CLOSED  
SESSION (COMMUNITY DEVELOPMENT -  
CONFERENCE ROOM 7)**

At 1:32 p.m., Suzanne Rawlings, Assistant  
City Attorney announced the closed session  
item.

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

Initiation of litigation pursuant to paragraph (4)  
of subdivision (d) of Government Code  
section 54956.9: One potential case

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

At 2:35 p.m., Chairman Gale reconvened the  
meeting to open session and announced that  
by a 6-0 vote (Board Member Dowd was  
absent), the Board voted to recommend to the  
City Council that the Council approve the filing  
of a petition for review with the State Water  
Resources Control Board regarding the City's  
NPDES Permit and that the petition not be  
held in abeyance.

Chairman Gale reordered the agenda to move  
the two Consent items in front of the Study  
Session.

**CONSENT ITEMS**

**8.1 CONTRACT AWARD – INDUSTRIAL  
DRIVE TO PINER ROAD SEWER  
IMPROVEMENTS**

**MOTION:**

Board Member Arnone moved a motion to  
award a construction contract in the total  
amount of \$726,780.00 to the lowest  
responsive bidder, Argonaut Constructors,  
Inc., of Santa Rosa, California, for Industrial  
Drive to Piner Road Sewer Improvements and  
approve a construction contingency of 15  
percent. The motion was seconded by Vice  
Chair Galvin. AYES (5) NO (0) ABSENT (1)  
Dowd ABSTAIN (1) Steffensen

**8.2 CONTRACT AMENDMENT –  
DEWATERING POLYMER SUPPLY**

Jim Wright, Purchasing Agent, responded to  
Board questions.

**MOTION:**

Board Member Holt moved a motion to  
approve the Fourth Amendment to General  
Services Agreement Number 09-9059 with  
SNF Polydyne, Inc., Riceboro, Georgia for  
dewatering polymer supplied to the Laguna  
Wastewater Treatment Plant, to extend the  
contract for an additional one-year term with a  
3% decrease in unit price, in an amount not to  
exceed \$230,000. Funds for this contract are  
included in the Utilities Department Fiscal  
Year 2013-14 budget key number 130802-  
5339 and will be budgeted in FY 2014-15  
when approved by Council. The motion was  
seconded by Board member Arnone and  
carried unanimously. AYES (6) NO (0)  
ABSENT (1) Dowd ABSTAIN (0)

**STUDY SESSION**

**5.1 ADVANCED METERING  
INFRASTRUCTURE FUNDING AND  
FOLLOW UP**

**BACKGROUND:** On December 20, 2012 the  
Board of Public Utilities approved a contract  
with SAIC to perform an Automated Meter  
Reading (AMR) / Advanced Metering  
Infrastructure (AMI) Feasibility Study. There  
have been two previous Study Sessions held  
August 15, 2013 & September 19, 2013 on  
the results of the feasibility study and staff  
recommendations. The Board requested an  
additional Study Session on the item to

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discuss the return on investment and rate of installation for AMI. This study session will address the additional questions from the Board at the September 19th study session. The Board may ask questions and give direction to staff.

Presenter: Kimberly Zunino, Water Use Efficiency Program Coordinator, provided the staff report and responded to questions. No action was taken by the Board.

MINUTES APPROVAL - NONE

STAFF BRIEFINGS – NONE

REPORT ITEMS

9.1 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: Glen Wright, Deputy Director – Water and Engineering Resources

10. PUBLIC COMMENTS ON NON-AGENDA MATTERS – NONE

11. REFERRALS - NONE

12. WRITTEN COMMUNICATION (And Possible Board Action) – NONE

13. SUBCOMMITTEE REPORTS - NONE

14. BOARD MEMBER REPORTS

Board Member Arnone reported that he received a background report from Ms. Zunino regarding the study session item prior to today's meeting. He further reported that Chairman Gale had meet with him as well to provide additional information.

Chairman Gale reported that he will be evaluating the new subcommittee assignments in January.

15. DIRECTORS REPORT

David Guhin, Director of Utilities reported on ACWA conference that he attended last week;

discussed the current issues with the Walker Rd properties; and the recent spike in customer calls due to the extreme cold weather. In addition, Mr. Guhin acknowledged Mr. Wright for his service and noted this was his last Board meeting.

16. ADJOURNMENT OF MEETING

At 3:56 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, January 16, 2014 at approximately 1:30 p.m. in the City Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

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Stephen Gale

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Gina Perez