

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, JANUARY 19, 2017
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:31 p.m. City Council Chamber

ROLL CALL

Present (6) Chairman Galvin, Vice Chair Kaun, Board Members Arnone, Dowd, Holt, and Watts

Vacant (1)

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

Vice Chair Kaun and Board Member Holt stated they would be abstaining from the approval of the January 5, 2017 meeting minutes because they were absent from the meeting.

STUDY SESSION - NONE

MINUTES APPROVAL – November 3, 2016 and January 5, 2017

Board Member Dowd moved a motion to approve the minutes from November 3, 2016. The motion was seconded by Board Member Arnone. AYES (6) NO (0) ABSENT (0) ABSTAIN (0) Vacant (1)

Board Member Arnone moved a motion to approve the minutes from January 5, 2017. The motion was seconded by Board Member Dowd. AYES (4) NO (0) ABSENT (0) ABSTAIN (2) Kaun and Holt Vacant (1)

STAFF BRIEFINGS

5.1 ACCESSORY DWELLING UNIT LEGISLATION

BACKGROUND: Staff will update the Board on new State Law regarding Accessory Dwelling Units that aims to provide more affordable housing in California. The new law requires, among other things, that the Water Department no longer charge demand fees for accessory dwelling units being created within existing living spaces.

PRESENTER: Caryn Lozada, Acting Development Review Coordinator

6. CONSENT ITEMS - NONE

REPORT ITEMS

7.1 AUTHORIZING THE DIRECTOR OF WATER TO SIGN NON-DISCLOSURE AGREEMENTS

BACKGROUND: From time to time, Santa Rosa Water wishes to participate in projects or research studies that involve sharing proprietary and/or confidential information with outside agencies or organizations. In such instances, non-disclosure agreements are necessary to protect such information from unauthorized disclosure. Signature authority for non-disclosure agreements has not been delegated for Santa Rosa Water. Staff is requesting the Board of Public Utilities grant authority to the Director of Water or their designee to sign non-disclosure agreements.

PRESENTER(S): Colin Close, Sustainability Coordinator

MOTION:

Board Member Arnone moved to approve Resolution No. 1132 entitled "Resolution of the Board of Public Utilities Authorizing the Director of Water to Sign Non-Disclosure Agreements". The motion was seconded by Board Member Watts. AYES (6) NO (0) ABSENT (0) ABSTAIN (0) VACANT (1)

7.2 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 of Water and Engineering Resources

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS – NONE

9. REFERRALS - NONE

10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION/ ACTION)

10.1 Monthly Rate Revenue and CIP Bid Award Report – December 2016; Included In Packet

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11. SUBCOMMITTEE REPORTS

Board Member Dowd reported that the Budget Review Subcommittee has a series of meetings scheduled for the month of February.

12. BOARD MEMBER REPORTS -NONE

13. DIRECTORS REPORT

Linda Reed, Acting Director of Water, thanked the Budget Review Subcommittee on their anticipated work as they begin the two-year budget process, reviewing assumptions and Capital Improvement Program updates and projects. Director Reed gave a storm update in regards to the Regional Water Reuse Plant, which had a historical peak flow of 57 million gallons. Santa Rosa Water is doing a controlled and permitted release into the Santa Rosa Creek. It is being monitored and there will be reports back to the Board regarding the outcome of the discharge. Board Member Dowd acknowledged the hard work of staff during these storm events. Chairman Galvin expressed the Board's gratitude as well.

14. ADJOURNMENT OF MEETING

At 2:09 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, February 2, 2017 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

Daniel J. Galvin III

Sara Roberts