



**Board of Public Utilities  
Regular Meeting Minutes - Draft**

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Thursday, September 20, 2018

1:30 PM

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**1. CALL TO ORDER AND ROLL CALL**

Chair Galvin called the meeting of the Board of Public Utilities to order at approximately 1:30 p.m.

**Present** 4 - Chair Daniel Galvin III, Board Member Christopher Grabill, Board Member Matt Mullan, and Board Member David Bannister

**Absent** 3 - Vice Chair William Arnone Jr., Board Member Lisa Badenfort, and Board Member Richard Dowd

**2. STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

No statements of abstention were made by Board members.

**3. STUDY SESSION - NONE.**

**4. MINUTES APPROVAL**

The minutes of August 2, 2018 were accepted as submitted.

4.1 August 2, 2018 - Regular Meeting Minutes.

**Attachments:** [August 2, 2018 - Regular Meeting Minutes \(added 09/20/18\)](#)

**5. STAFF BRIEFINGS**

5.1 PLANNING AND ECONOMIC DEVELOPMENT PROPOSED  
DOWNTOWN HOUSING INCENTIVES AND ZONING CODE  
REVISION

The City Council has requested the development of housing programs to encourage higher density and more affordable housing in the City of Santa Rosa to address the housing crisis. Planning and Economic Development (PED) has developed a program to incentivize higher density housing Downtown and created policies and zoning changes to accommodate new Accessory Dwelling Unit (ADU) legislation. PED will be briefing the Board on two items that are scheduled for City Council review on September 25, 2018 which will include PED proposing to City Council a Zoning Code revision for ADU's related to connection to the water and wastewater systems and payment options for fees related to

increased density Downtown.

**Attachments:** [Presentation \(added 9/19/18\)](#)

Presenter(s): Kimberly Zunino, Deputy Director Administration and Jessica Jones, Supervising Planner

## 6. CONSENT ITEMS

### 6.1 RESOLUTION - TWO ONE-YEAR EXTENSIONS TO GENERAL SERVICE AGREEMENTS FOR GROUND GREEN MATERIAL DELIVERY TO LAGUNA TREATMENT PLANT COMPOST FACILITY

RECOMMENDATION: It is recommended by the Finance and Water Departments that the Board of Public Utilities, by resolution, approve two one-year extensions to General Service Agreements (GSA) F0001534 with Pacific Recycling Solutions, Ukiah, CA, and GSA F001536 with Soiland Company, Cotati, CA for ground green waste delivery to the Laguna Treatment Plant Compost Facility, with no increase to unit price, for an amount not to exceed \$90,000 per contract with a cumulative value not to exceed the total of \$180,000. Water staff anticipate that the total expenditure for the Fiscal Year will not exceed \$90,000 under both contracts but staff will have the flexibility to draw from one or both contracts as resources are available. Funds required for this operational expense have been appropriated in Fiscal Year 2018-19 adopted budget of the Water Department and will be included in future budget proposals presented to council as a regular operating expense.

**Attachments:** [Staff Report](#)  
[Resolution](#)  
[Attachment 1](#)  
[Attachment 2](#)

**A motion was made by Board Member Mullan, seconded by Board Member Bannister to approve Item 6.1 - RESOLUTION NO. 1176 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES AUTHORIZING THE APPROVAL OF THE FIRST AMENDMENT TO GENERAL SERVICES AGREEMENTS F001534 AND F001536 FOR GROUND GREEN WASTE DELIVERY TO THE LAGUNA TREATMENT PLANT COMPOST FACILITY". The motion carried by the following vote:**

**Yes:** 4 - Chair Galvin III, Board Member Grabill, Board Member Mullan and Board Member Bannister

**Absent:** 3 - Vice Chair Arnone Jr., Board Member Badenfort and Board Member Dowd

## 7. REPORT ITEMS

### 7.1 REPORT - PLAN FOR LIFTING THE ADVISORY IN THE FOUNTAINGROVE AREA

**BACKGROUND:** On November 10, 2017, Santa Rosa Water issued a Water Quality Advisory for an isolated area of Fountaingrove due to contamination that was caused by the October fires. In collaboration with State Water Board Division of Drinking Water (DDW) and US EPA regulators as well as water quality experts, Water Department staff has conducted a thorough investigation to confirm that the fire caused the contamination, to identify the sources of the contamination, and guided by the data, determined that targeted replacement of the system would likely restore water quality. The City has completed replacement of all water service lines and blow off valves, as well as targeted replacement of three mainlines in the Water Quality Advisory Area. Working in collaboration with DDW, the Water Department has developed a plan for lifting the water quality advisory in the Fountaingrove Area, which consists of sampling to confirm water quality has been restored as well as post advisory flushing and monitoring to ensure the contamination has been remediated and will not re-occur over time.

**RECOMMENDATION:** It is recommended by the Water Department that the Board, by motion, accept the report on the plan for lifting the advisory from the Water Quality Advisory area in a portion of Fountaingrove.

**Attachments:** [Staff Report](#)  
[Attachment 1](#)  
[Presentation](#)

**Presenter(s):** Jennifer Burke, Deputy Director Water and Engineering Resources.

**A motion was made by Board Member Grabill, seconded by Board Member Mullan to approve a motion accepting the report on the plan for lifting the advisory from the Water Quality Advisory area in a portion of Fountaingrove. The motion carried by the following vote:**

**Yes:** 4 - Chair Galvin III, Board Member Grabill, Board Member Mullan and Board Member Bannister

**Absent:** 3 - Vice Chair Arnone Jr., Board Member Badenfort and Board Member Dowd

**7.2** REPORT - FIRST AMENDMENT TO THE AGREEMENT FOR DESIGN, INSTALLATION, OPERATION, AND OWNERSHIP OF A MICROGRID DEMONSTRATION SYSTEM AT THE SANTA ROSA LAGUNA TREATMENT PLANT

**BACKGROUND:** In May of 2017, the Board of Public Utilities approved an Agreement for the Design, Installation, Operation and Ownership of a Microgrid Demonstration System at the Santa Rosa Laguna Treatment Plant between Trane and the City to allow for implementation of a Microgrid Demonstration System at the Santa Rosa Laguna Treatment Plant. After execution of the Agreement, the City identified an opportunity to apply for and receive a rebate through the California Public Utilities Commission's Self Generation Incentive Program. The City is positioned to receive the incentive but to qualify, the City must upgrade the electrical metering equipment to comply with the program requirements. This first amendment will allow the City to reimburse Trane for the increased cost of the metering equipment.

**RECOMMENDATION:** It is recommended by the Water Department that the Board of Public Utilities, by motion, approve the First Amendment to the Agreement for the Design, Installation, Operation, and Ownership of a Microgrid Demonstration System at the Santa Rosa Laguna Treatment Plant between Trane U.S. Inc. and the City of Santa Rosa and increase matching funds by \$13,478.00 for a total matching fund value of \$763,478.00.

**Attachments:** [Staff Report](#)  
[Attachment 1](#)  
[Presentation \(added 09/20/18\)](#)

Presentation(s): Emma Walton, Deputy Director Engineering Resources.

**A motion was made by Board Member Mullan, seconded by Board Member Grabill to approve a motion approving the First Amendment to the Agreement for the Design, Installation, Operation, and Ownership of a Microgrid Demonstration System at the Santa Rosa Laguna Treatment Plant between Trane U.S. Inc. and the City of Santa Rosa and increase matching funds by \$13,478.00 for a total matching fund value of \$763,478.00. The motion carried by the following vote:**

**Yes:** 4 - Chair Galvin III, Board Member Grabill, Board Member Mullan and Board Member Bannister

**Absent:** 3 - Vice Chair Arnone Jr., Board Member Badenfort and Board Member Dowd

## 8. PUBLIC COMMENTS ON NON-AGENDA MATTERS

None.

## 9. REFERRALS

None.

## 10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION)

- 10.1 MONTHLY RATE REVENUE, WATER USAGE AND CIP BID AWARD REPORT JULY & AUGUST 2018 - Provided for information.

Attachments: [Memorandum](#)

The Board received and filed the written correspondence as submitted.

## 11. SUBCOMMITTEE REPORTS

Chair Galvin reported that Board Member Badenfort has been added to the Agricultural Ad Hoc Committee.

## 12. BOARD MEMBER REPORTS

None.

## 13. DIRECTORS REPORTS

Ben Horenstein, Director reported on various department activities.

## 14. ADJOURNMENT OF MEETING

The meeting was adjourned at 3:13 p.m. The next regularly scheduled meeting of the Board of Public Utilities will be held on November 1, 2018.