



# City of Santa Rosa

Council Chamber  
100 Santa Rosa Avenue

## Board of Public Utilities Regular Meeting Minutes - Final

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Thursday, February 16, 2017

1:30 PM

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**1:30 PM (City Council Chambers)**

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

Chairman Galvin called the meeting of the Board of Public Utilities to order at 1:40 pm.

**Present** 4 - Chair Daniel Galvin III, Board Member Richard Dowd, Board Member Mary Watts, and Board Member Christopher Grabill

**Absent** 2 - Vice Chair Megan Kaun, and Board Member William Arnone Jr.

### **2. STATEMENTS OF ABSESION BY BOARD MEMBERS**

None.

### **3. STUDY SESSION**

#### **3.1 ASSET MANAGEMENT PRINCIPLES AND CAPITAL IMPROVEMENT PROGRAM DEVELOPMENT**

BACKGROUND: This presentation will provide an overview of Asset Management Principles, including how the principles are used in the development of Santa Rosa Water's Capital Improvement Program

Attachments: [PowerPoint Presentation \(Added 2/16/17\)](#)

Presenter: Lori Urbanek, Supervising Engineer

### **4. MINUTES APPROVAL - NONE**

### **5. PRESENTATION FOR OUTGOING BOARD MEMBERS**

Chairman Galvin announced this item would carry over to a meeting when the former Board Member Holt could be present.

### **6. BOARD REORGANIZATION AND SEATING OF NEW MEMBERS**

#### **6.1 ADMINISTRATION OF OATH OF OFFICE FOR REAPPOINTED AND NEWLY APPOINTED MEMBERS**

Sara Roberts, Recording Secretary for the Board, administered

the Oath of Office to Board Member Grabill prior to the meeting and Board Member Grabill was seated at the dais at the beginning of the meeting.

## **7. STAFF BRIEFINGS**

### **7.1 QUARTERLY REPORT ON CAPITAL IMPROVEMENT PROGRAMS PROJECTS**

BACKGROUND: Staff will provide an update on Capital Improvement Program (CIP) projects for CIP Team 3. The briefing will summarize expenditures and major project updates from October to December 2016. CIP projects provide the infrastructure that is critical to the economic vitality and quality of life in Santa Rosa.

Attachments: [PowerPoint Presentation](#)

Presenter: Tracy Duenas, Supervising Engineer

## **8. CONSENT ITEMS**

### **8.1 MOTION - CONTRACT EXTENSION-JANITORIAL SERVICES FOR WATER DEPARTMENT FACILITIES-APPROVAL OF SIXTH AMENDMENT TO AGREEMENT WITH JAMES FURULI INVESTMENT CO., INC**

RECOMMENDATION: It is recommended by the Finance and Water Department that Board, by motion, approve the Sixth Amendment to Contract F000477 with James Furuli Investment Co. Inc., DBA Environmental Dynamics, Petaluma, CA, for janitorial services, for a one year contract extension with no increase to contract unit prices for an additional contract amount not to exceed of \$149,010, and a total amount not to exceed \$1,091,498.74. There is no fiscal impact to General Fund.

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

**A motion was made by Board Member Dowd, seconded by Board Member Watts, to approve the Sixth Amendment to Contract F000477 with James Furuli Investment Co. Inc., DBA Environmental Dynamics, Petaluma, CA, for janitorial services, for a one year contract extension with no increase to contract unit prices for an additional contract amount not to exceed**

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**\$149,010.00 and a total amount not to exceed of \$1,091,498.74. There is no fiscal impact to General Fund. The motion carried by the following vote:**

**Yes:** 4 - Chair Galvin III, Board Member Dowd, Board Member Watts and Board Member Grabill

**Absent:** 2 - Vice Chair Kaun and Board Member Arnone Jr.

## **9. 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.

Attachments: [PowerPoint Presentation \(added 2/16/17\)](#)

Presenters: Jennifer Burke, Deputy Director of Water and Engineering Resources and Mike Prinz, Deputy Director of Subregional Operations.

## **10. PUBLIC COMMENTS ON NON-AGENDA MATTERS**

None.

## **11. REFERRALS**

None.

## **12. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION / ACTION)**

### **12.1 QUARTERLY CAPITAL IMPROVEMENT PROGRAM PROJECTS UPDATE: OCTOBER - DECEMBER 2016; INCLUDED IN PACKET**

Attachments: [Memorandum](#)  
[Quarterly Expenditures](#)  
[Mid-Year Transfers](#)  
[CIP Project Schedule](#)

## **13. PRESENTATION**

### **13.1 UTILITY OF THE FUTURE AWARD PRESENTATION**

BACKGROUND: WEF Past President Ed McCormick will present The Utility of the Future program award to the Board, recognizing Santa Rosa Water as a national leader in the clean water industry. Santa Rosa Water received this award in September at the national WEFTEC

conference. The award, developed by a collaborative partnership between the Water Environment Federation (WEF), National Association of Clean Water Agencies (NACWA), Water Environment & Reuse Foundation (WE&RF) and WaterReuse, recognized more than sixty agencies from across the country at WEFTEC's inaugural award ceremony. During the presentation, Santa Rosa Water's dynamic and dedicated staff that made this prestigious recognition possible will be recognized.

**Attachments:**    [PowerPoint Presentation \(Added 2/16/17\)](#)

Presenters: Linda Reed, Acting Director of Santa Rosa Water and Ed McCormick, Past President of WEF.

#### **14. SUBCOMMITTEE REPORTS**

Board Member Dowd reported that one Budget Review Subcommittee meeting had been held with two more meetings scheduled for the week of the 20th.

#### **15. BOARD MEMBER REPORTS**

None.

#### **16. DIRECTORS REPORTS**

Acting Director Linda Reed, welcomed the department's incoming director, Bennett Horenstein, who was seated in the audience. Director Reed reported that at this meeting Leonard Holt would be presented with the department's thanks for his work on the Board, and that due to his absence that presentation will be moved to a later date. Director Reed welcomed Board Member Grabill to the Board.

#### **17. ADJOURNMENT OF MEETING**

At 3:03 pm the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, March 2, 2017 at approximately 1:30 pm in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

**/s/**

**Daniel J. Galvin III, Chairman**

**/s/**

**Sara Roberts, Recording Secretary**