



# City of Santa Rosa

Laguna Treatment Plant,  
4300 Llano Rd., Estuary  
Conference Room

## Subregional Wastewater Technical Advisory Committee Meeting Minutes - Draft

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Thursday, April 4, 2024

8:00 AM

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### 1. CALL TO ORDER AND ROLL CALL

Chair Burke called the meeting to order at 8:06 a.m.

Present: (5) Jennifer Burke, Craig Scott, Vanessa Garrett, Ryan Crawford, and Emma Walton

Absent: (0)

City Staff Present:

Robert Wilson

Mike Prinz

Kevin Buchanan

Nick Harvey

Desire Navarro

Michelle Montoya

Chair Burke reordered the agenda to take Item 5.3 first.

### 2. ANNOUNCEMENTS

None.

### 3. APPROVAL OF MINUTES

3.1 March 14, 2024 - Regular Meeting Minutes - DRAFT

The March 14, 2024 regular meeting minutes were approved as submitted.

### 4. PUBLIC COMMENTS

None.

### 5. NEW BUSINESS

**5.1 PRESENTATION - ENVIRONMENTAL SERVICES DIVISION UPDATE**

Emma Walton, Sonoma Water, joined the meeting at 8:14 a.m.

Robert Wilson, Laboratory Supervisor, presented and answered questions on the City of Santa Rosa trucked waste program and the analysis of drugs in Laguna Treatment Plant influent.

**5.2 PRESENTATION - REGIONAL OPERATIONS DIVISION UPDATE**

Mike Prinz, Deputy Director - Water Reuse Operations, presented and answered questions on recycled water production and storage, recycled water discharge, a non-emergency pond project, and gave an update on the disinfection system upgrade.

Vanessa Garrett, City of Rohnert Park, left the meeting at 8:42 a.m.

**5.3 PRESENTATION - APPROVAL OF FISCAL YEAR 2024/25  
PROPOSED OPERATIONS AND MAINTENANCE, DEBT SERVICE  
AND CAPITAL IMPROVEMENT BUDGETS AND ALLOCATIONS**

Nick Harvey, Acting Deputy Director - Water Administration, presented on the preliminary budget overview for fiscal year 2024/25 including preliminary increases, annual flows, miscellaneous revenue, financial model and assumptions, capital improvement projects, and the budget schedule.

Moved by Vanessa Garrett, City of Rohnert Park, seconded by Craig Scott, City of Cotati, to approve the preliminary fiscal year 2024/25 Regional Reuse Operations and Maintenance, CIP and debt service expenditure requests and resulting allocations and formally recommend the budgets and partner allocations for consideration by the Board of Public Utilities (BPU).

This motion was approved unanimously, with Sonoma Water absent.

**6. ADJOURNMENT**

Chair Burke adjourned the meeting at 8:56 a.m. The next Subregional Wastewater Technical Advisory Committee is scheduled for October 10, 2024 at 8:00 a.m.