



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

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Thursday, June 20, 2024

1:30 PM

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

Chair Galvin called the meeting to order at 1:32 p.m.

**Present** 4 - Chair Daniel Galvin III, Board Member Lisa Badenfort, Board Member Christopher Grabill, and Board Member Glen Wright

**Absent** 2 - Vice Chair William Arnone Jr., and Board Member Robin Bartholow

**2 REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)**

None.

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

None.

**4. STUDY SESSION**

None.

**5. MINUTES APPROVAL**

**5.1 May 16, 2024 - Regular Meeting Minutes - DRAFT**

The May 16, 2024 regular meeting minutes were approved as submitted.

**6. STAFF BRIEFINGS**

**6.1 ANNUAL WATER QUALITY REPORT**

Staff will provide an overview of Santa Rosa's 2023 water quality report, including drinking water regulatory requirements and water quality results. The Board may discuss this item and give direction to staff.

Tony Llamas, Water Quality Manager, presented and answered Board Member questions.

**6.2 LAGUNA ENVIRONMENTAL LABORATORY UPDATE 2024**

The Laguna Environmental Laboratory is a part of Santa Rosa Water's

Regional Water Reuse System and is staffed daily providing services to multiple City departments. Changes in regulations as adopted by the California Environmental Laboratory Accreditation Program (CA ELAP) required overhauling the technical program and quality systems for the Laboratory by January 2024. In addition to the changing regulations, the laboratory continues to support national projects focused on epidemiological studies of wastewater, monitoring for forever chemicals, and more recently illicit drugs discharged to sanitary sewers. The Board may discuss this item and give direction to staff.

Robert Wilson, Laboratory Supervisor, presented and answered Board Member questions.

### 6.3 WATER AND RECYCLED WATER SUPPLY UPDATE

Staff will update the Board on water and recycled water supply issues. The Board may discuss this item and give direction to staff.

Claire Nordlie, Senior Water Resources Planner, and Andrew Romero, Wastewater Reclamation Superintendent, presented and answered Board Member questions.

## 7. CONSENT ITEMS

**A motion was made by Board Member Wright, seconded by Board Member Badenfort, to approve Consent Items 7.1 through 7.4.**

**The motion carried by the following vote:**

**Yes:** 4 - Chair Galvin III, Board Member Badenfort, Board Member Grabill and Board Member Wright

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

### 7.1 MOTION - BID AWARD AND APPROVAL OF GENERAL SERVICE AGREEMENT NUMBER F002805 - LANDSCAPING MAINTENANCE SERVICES

**RECOMMENDATION:** It is recommended by Santa Rosa Water and the Finance Department that the Board, by motion, approve a bid award and General Services Agreement number F002805 for three years with two one-year extension options to New Image Landscape Company, Fremont, California, to provide landscape maintenance services, as required by Santa Rosa Water, for a total amount not to exceed

\$1,160,137.72 with a 10% contingency in the amount of \$116,013.77.

This Consent - Motion was approved.

**7.2 MOTION - MEMORANDUM OF AGREEMENT ESTABLISHING THE TOWN OF WINDSOR BIOSOLIDS COLLABORATIVE**

RECOMMENDATION: It is recommended by Santa Rosa Water that the Board of Public Utilities, by motion, authorize the Chair to execute the Memorandum of Agreement Establishing the Town of Windsor Biosolids Collaborative.

This Consent - Motion was approved.

**7.3 MOTION - BLANKET PURCHASE ORDER 160356 EXTENSION APPROVAL - SENSUS REMOTE AND STANDARD READ-TYPE WATER METERS, PARTS, AND ANTENNAS**

RECOMMENDATION: It is recommended by Santa Rosa Water and the Finance Department that the Board of Public Utilities, by motion, approve an amendment to Blanket Purchase Order (BPO) 160356 with Sensus USA, Inc., Raleigh, NC, to extend for an additional one-year period and add funds for remote and standard-read type water meters, parts, and antennas in the amount of \$553,276, for a BPO total not to exceed amount of \$438,032.

This Consent - Motion was approved.

**7.4 MOTION - RATIFICATION AND APPROVAL OF BLANKET PURCHASE ORDER 166906 SECOND AMENDMENT - ONE YEAR EXTENSION AND INCREASE IN COMPENSATION FOR FERRIC CHLORIDE DELIVERY**

RECOMMENDATION: It is recommended by Santa Rosa Water and the Finance Department that the Board of Public Utilities, by motion, approve ratification for period between expiration and award of Second Amendment for continued use, and the Second Amendment to Blanket Purchase Order 166906 for ferric chloride delivery to extend for a one-year period with an increase in unit price and compensation in the amount of \$612,415.16 to Pencco, Inc., San Felipe, Texas for a not to exceed Blanket Purchase Order cumulative value of \$1,372,082.99.

This Consent - Motion was approved.

## 8. REPORT ITEMS

### 8.1 REPORT - APPROVAL OF FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH WOODARD AND CURRAN FOR THE STORM DRAIN MASTER PLAN

BACKGROUND: The increased risk of flooding associated with recent wildfires amplified the need for the completion of a Storm Drain Master Plan within the City of Santa Rosa. To fully understand the risk to public safety, property, and infrastructure and determine appropriate mitigation measures to protect the public, the Storm Drain Master Plan is evaluating the current condition of Santa Rosa's 322 miles of storm-drain pipe and nearly 17,000 structures that make up the City's drainage system. The Storm Drain Master Plan is essential to determine the most beneficial sections to effectively mitigate flooding of existing properties and guide future development in Santa Rosa, providing essential protection of life, health, safety, and property. In February of 2023, the Board of Public Utilities approved a Professional Services Agreement with Woodard and Curran, Inc., for the development of the Storm Drain Master Plan. Due to unforeseen conditions in the field and software compatibility issues, this amendment is needed for the purpose of extending the schedule, providing additional effort related to missing pipe network data and to implement an alternate software for CCTV data collection, and add an additional subtask to support coordination with the Regional Board.

RECOMMENDATION: It is recommended by Santa Rosa Water that Board of Public Utilities, by motion, approve a First Amendment to Professional Services Agreement (PSA) F002584 with Woodard and Curran, of San Francisco, California, for the Storm Drain Master Plan to provide additional consulting services, increasing the contract amount by \$121,305.00, for a total not to exceed amount of \$1,695,509.00.

Flannery Banks, Assistant Engineer, presented and answered Board Member questions.

**A motion was made by Board Member Wright, seconded by Board Member Grabill, to approve a First Amendment to Professional Services Agreement (PSA) F002584 with Woodard and Curran, of San Francisco, California, for the Storm Drain Master Plan to provide additional consulting services, increasing the contract amount by \$121,305.00, for a total not to exceed**

**amount of \$1,695,509.00.**

**The motion carried by the following vote:**

**Yes:** 4 - Chair Galvin III, Board Member Badenfort, Board Member Grabill and Board Member Wright

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

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

None.

## **10. REFERRALS**

None.

## **11. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION)**

None.

## **12. SUBCOMMITTEE REPORTS**

None.

## **13. BOARD MEMBER REPORTS**

None.

## **14. DIRECTORS REPORTS**

Director Burke reported: Board Member Sierra resigned her position with the Board, leaving a vacancy. To apply for the Board of Public Utilities, visit [srcity.org/BPU](http://srcity.org/BPU) and click "Apply Online for a Board or Commission". Thank you to Yvonne Sierra for her service on the Board.

Today is the two year anniversary of the Notice to Proceed on the construction contract for the UV system at the Laguna Treatment Plant (LTP). The effluent channel for the new UV system is being tested for potential leakage, which requires a large amount of water to be added to the channel. This is a very significant threshold for the Disinfection Upgrade Project at LTP. If testing goes smoothly, the effluent channel will be put online next week, which will allow the temporary bypass system to be operated. This will allow a substantial part of the project footprint to be opened up for the next

phases of construction.

In 2018, the City Council approved replacing the Asset Management software "Hansen" with Cityworks. Cityworks offers a comprehensive solution for managing city-wide assets and work orders through a GIS interface. It enables data-driven metrics displayed in map visualizations, which enhances communication among internal and external stakeholders, including the City Council and the community. The platform ensures consistent workflows across departments and crews responsible for city infrastructure maintenance. Cityworks' mobile application notifies field crews instantly about new work orders and provides real-time updates on completed tasks. In 2021, the Public Works and Parks and Recreation departments began utilizing the system. Recently, the City of Santa Rosa Water has also integrated Cityworks for managing all asset work orders in Local Water and LTP operations. The deployment of mobile applications in the field allows users to record and complete work orders immediately, significantly improving response times to infrastructure issues for both management and the community.

## **15. ADJOURNMENT OF MEETING**

Chair Galvin adjourned the meeting at 2:36 p.m. The next Board of Public Utilities meeting is scheduled for July 4, 2024 at 1:30 p.m.

**Approved on: 7/18/2024**

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**Michelle Montoya**  
**Recording Secretary**