



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

Thursday, January 16, 2020

1:30 PM

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 6 - Chair Daniel Galvin III, Vice Chair William Arnone Jr., Board Member Lisa Badenfort, Board Member Christopher Grabill, Board Member David Bannister, and Board Member Mary Watts

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 were accepted as submitted.

4.1 October 17, 2019 - Regular Meeting Minutes.

Attachments: [October 17, 2019 - Regular Meeting Minutes \(added 1/15/2020\)](#)

4.2 November 21, 2019 - Regular Meeting Minutes.

Attachments: [November 21, 2019 - Regular Meeting Minutes \(added 1/15/2020\)](#)

5. STAFF BRIEFINGS

5.1 2019 COMPLIANCE UPDATE

The City of Santa Rosa's Laguna Treatment Plant protects the health of our community by recycling approximately 7 billion gallons of high-quality treated wastewater each year. Through the treatment process, the solids are separated out and are treated to create class A and class B biosolids which can be beneficially reused. This process creates biogas that is used to generate electricity which is used to offset the energy demand of the Laguna Treatment Plant. In order to minimize the impacts of our operations on the natural environment the Laguna Treatment Plant implements a broad range of compliance programs which supports the department operations and promotes environmental

stewardship. Staff will provide an overview of applicable regulations, highlight permit requirements, and summarize compliance during 2019. The Board may discuss this item and give direction to staff.

Attachments: [Presentation \(added 1/15/2020\)](#)

Presenter(s): Heather Johnson, Environmental Services Officer.

5.2 LAGUNA ENVIRONMENTAL LABORATORY UPDATE

The Laguna Environmental Laboratory provides water quality and soil chemistry analysis for the City of Santa Rosa. Most of this work is for Santa Rosa Water, ensuring that we have high quality drinking water and that our waste water treatment process is in regulatory compliance. The lab also supports other clients in the City including Environmental Crimes and the Fire Department. Staff will provide an overview of the work the lab does, including information on increased throughput in response to the 2017 fires. The Board may discuss this item and give direction to staff.

Attachments: [Presentation \(added 1/15/2020\)](#)

Presenter(s): Sean McNeil, Deputy Director Environmental Services.

5.3 WATER SUPPLY AND RECYCLED WATER SUPPLY UPDATE

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

Attachments: [Presentation \(added 1/15/2020\)](#)

Presenter(s): Colin Close, Sr. Water Resources Planner and Joe Schwall, Deputy Director Regional Water Reuse Operations.

6. CONSENT ITEMS - NONE.

7. REPORT ITEMS

7.1 REPORT - POLICY APPROVAL - DISCONNECTION OF RESIDENTIAL WATER SERVICE FOR NON-PAYMENT

BACKGROUND: The City currently has procedures related to disconnection of water service, which include allowing customers to make payment arrangements and provides for notification prior to disconnection. In September 2018, SB 998, the Water Shutoff

Protection Act, was signed into law and goes into effect on February 1, 2020. SB 998 is intended to ensure continued access to water for those that have life threatening or serious health conditions and are financially unable to pay their bill. SB 998 also limits reconnection fees to \$50 for eligible customers. Per SB 998, water systems serving more than 200 customers must develop a written policy for disconnection of residential water service for non-payment by February 1, 2020. This proposed policy will bring the City in compliance with the new law.

RECOMMENDATION: It is recommended by the Finance and Water Department that the Board, by resolution, approve a Finance Department policy titled "Disconnect of Residential Water Service for Non-Payment" and reduce the "Administrative Fee for Processing Delinquent Turn-Off" from \$55 to \$50.

Attachments: [Staff Report](#)
[Attachment 1](#)
[Resolution](#)
[Presentation \(added 01/15/2020\)](#)

Presenter(s): Alan Alton, Deputy Director Finance

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Grabill to approve Item 7.1 - RESOLUTION NO. 1210 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES OF THE CITY OF SANTA ROSA ESTABLISHING A POLICY FOR THE DISCONTINUATION OF WATER SERVICE FOR NON-PAYMENT AND REDUCING THE ADMINISTRATIVE FEE FOR PROCESSING DELINQUENT TURN-OFF FROM \$55 TO \$50". The motion carried by the following vote:

Yes: 6 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Bannister and Board Member Watts

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS

NONE.

9. REFERRALS

NONE.

10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION)

NONE.

11. SUBCOMMITTEE REPORTS

Vice Chair Arnone reported that the City Council/BPU Liaison Subcommittee met on January 9, 2020 and the next meeting will be February 27, 2020.

12. BOARD MEMBER REPORTS

NONE.

13. DIRECTORS REPORTS

Jennifer Burke, Director reported on a recent news story that incorrectly claimed that individuals could be fined for exceeding a water use target of 55 gallons per person per day starting in 2020. The video on the news station has since been taken down because it contained factual errors. In addition, she announced that Chris Badger would be retiring after 37 years of service to Santa Rosa Water. She expressed her appreciation for his efforts in developing an Emergency Operations Plan for the department that assisted staff during the 2017 wildfire emergency.

Chair Galvin congratulated Mr. Dowd on his appointment to the City Council. He further reported that Council Member Olivares has appointed Glen Wright as Mr. Dowd's replacement on the Board.

14. ADJOURNMENT OF MEETING

Chair Galvin adjourned the meeting at 2:27 p.m. The next regular scheduled meeting of the Board of Public Utilities will be held on February 6, 2020.

Approved on: February 6, 2020

_____/S/_____
Gina Perez, Recording Secretary