



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

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Thursday, December 7, 2023

1:30 PM

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

Chair Galvin called the meeting to order at 1:30 p.m.

**Present** 6 - Chair Daniel Galvin III, Vice Chair William Arnone Jr., Board Member Lisa Badenfort, Board Member Robin Bartholow, Board Member Christopher Grabill, and Board Member Glen Wright

**Absent** 1 - Board Member Mark Walsh

**2. PROCLAMATIONS**

**2.1 PROCLAMATION - EMPLOYEE SERVICE RECOGNITION**

Chair Galvin read proclamations for Mike Endicott, Bill Gardener, Colin Close, and Kimberly Harryman.

Board Members and Director Burke provided comments on the retirees.

Colin Close and Kimberly Harryman spoke about their time with the City of Santa Rosa.

Chair Galvin recessed the meeting at 2:10 p.m. and reconvened the meeting at 2:26 p.m.

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

None.

**4. STUDY SESSION**

None.

**5. MINUTES APPROVAL**

**5.1 November 16, 2023 - Regular Meeting Minutes - DRAFT**

The minutes for the November 16, 2023 Board of Public Utilities meeting were approved as submitted.

## 6. STAFF BRIEFINGS

### 6.1 WATER SUPPLY UPDATE

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

Peter Martin, Deputy Director - Water Resources, presented.

### 6.2 RECYCLED WATER SUPPLY UPDATE

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

Andrew Romero, Wastewater Reclamation Superintendent, presented and answered Board Member questions.

## 7. CONSENT ITEMS

**A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Grabill, to approve Consent Items 7.1 and 7.2.**

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

**Yes:** 6 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Bartholow, Board Member Grabill and Board Member Wright

**Absent:** 1 - Board Member Walsh

### 7.1 MOTION - FOURTH AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT F001496 FOR EQUIPMENT AND LICENSES WITH E&M ELECTRIC AND MACHINERY, INC. DBA AVEVA SELECT CALIFORNIA

RECOMMENDATION: It is recommended by Santa Rosa Water and the Finance Department that the Board of Public Utilities, by motion, authorize the fourth amendment to Professional Services Agreement F001496 for additional software upgrades, annual licensing fees, and extend the time of performance with E&M Electric and Machinery, Inc. dba AVEVA Select California, for the Laguna Treatment Plant's (LTP's) Supervisory Control and Data Acquisition (SCADA) system in an amount not to exceed \$101,775.51.

This Consent - Motion was approved.

**7.2** MOTION - APPROVAL OF WAIVER OF BID AND ISSUANCE OF ONE YEAR BLANKET PURCHASE ORDER TO CUMMINS, INC. FOR PURCHASE OF MISCELLANEOUS PARTS AND TECHNICAL SERVICES

RECOMMENDATION: It is recommended by Santa Rosa Water and the Finance Department that the Board of Public Utilities, by motion, approve the waiver of competitive bid and issuance of a one-year Blanket Purchase Order (BPO) to Cummins, Inc., of Irvine, California, for the purchase of miscellaneous parts and technical service for the combined heat and power engines for a total amount not to exceed \$275,000.

This Consent - Motion was approved.

**8. REPORT ITEMS**

None.

**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: Assistant City Attorney Morgan Biggerstaff is back. The Water Department thanks Bob Maddow and Jeff Berk for filling in while Assistant City Attorney Biggerstaff was out.

On November 28, the City Council supported the Board's recommendation and directed the City Attorney's office to opt out of the DuPont and 3M PFAS class action settlements.

The State Water Board is preparing to release a second round of funding for overdue water and sewer bills. The original funding only covered charges incurred from March through June of 2021, the new funding parameters extend the end date to December 31, 2022. The funding will be available for residential and some commercial customers but excludes, irrigation only, industrial uses, process water, fire lines and delinquent fees. Santa Rosa Water has close to \$2 million dollars in unpaid charges through December of 2022 on more than 2,000 customer accounts so staff will begin to review all 2,000 customer accounts to determine any charges that are eligible for the funding.

The Board of Public Utilities is planning to cancel the December 21 and January 4 meetings.

## 15. ADJOURNMENT OF MEETING

Chair Galvin adjourned the meeting at 2:45 p.m. in honor of today's Proclamation recipients.

**Approved on: January 18, 2024**

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