



City of Santa Rosa

Hybrid - See Agenda for
Participation Information
City Council Chamber
100 Santa Rosa Avenue

Board of Public Utilities Meeting Minutes - Draft

Thursday, March 3, 2022

1:30 PM

1:30 PM - HYBRID VIA IN-PERSON AND ZOOM

1. CALL TO ORDER AND ROLL CALL

Chair Galvin called the meeting to order at 1:33 p.m.

Present 7 - Chair Daniel Galvin III, Vice Chair William Arnone Jr., Board Member Lisa Badenfort, Board Member Christopher Grabill, Board Member Mark Walsh, Board Member Mary Watts, and Board Member Glen Wright

2. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

There were no Statements of Abstention from Board Members.

3. STUDY SESSION - NONE.

4. MINUTES APPROVAL

4.1 February 17, 2022 - Regular Meeting Minutes.

The minutes for February 17, 2022 were received and accepted as submitted.

5. STAFF BRIEFINGS

5.1 2021 ANNUAL COMPLIANCE UPDATE

In 2021, the Regional Water Reuse System's Laguna Treatment Plant beneficially reused 5.43 billion gallons of recycled water, 5,071 dry metric tons of biosolids, and 197 million cubic feet of biogas. This is all done through an intensive treatment process, resulting in a high-quality tertiary-treated recycled water. Through the treatment process, the solids are separated out and are treated to create class B biosolids in addition to biogas that is used to generate electricity which offsets the 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 2021. The Board may discuss this item and give direction to staff.

Presenter: Heather Johnson, Environmental Services Officer

5.2 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.

Presenters: Peter Martin, Deputy Director - Water Resources and Emma Walton, Deputy Director - Water Reuse

6. CONSENT ITEMS

NONE.

7. REPORT ITEMS

7.1 REPORT - MINOR REVISIONS TO THE GUIDE TO POTABLE WATER, RECYCLED WATER AND WASTEWATER POLICY

BACKGROUND: The Guide to Potable Water, Recycled Water and Wastewater Policy was last updated in August of 2014. This update includes corrections of typographical errors, adds clarifying language, removes language in the Best Available Technology section and updates the Residential Payment Plan section.

RECOMMENDATION: It is recommended by the Water Department that the Board of Public Utilities, by resolution, approve the revisions and proposed update to the Guide to Potable Water, Recycled Water and Wastewater Policy.

Presenter: Caryn Lozada, Development Review Coordinator

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Wright, to approve Item 7.1 - RESOLUTION NO. 1285 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES OF THE CITY OF SANTA ROSA APPROVING REVISIONS TO THE GUIDE TO POTABLE WATER, RECYCLED WATER AND WASTEWATER POLICY." The motion carried by the following vote:

Yes: 7 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Walsh, Board Member Watts and Board Member Wright

7.2 REPORT - SOLE SOURCE CONTRACT SPECIFICATION FOR THE FUELMASTER 2500 PLUS FUEL MANAGEMENT SYSTEM AND INTEGRATED PROKEE KEY AND APPROVAL OF PROJECT FOR THE LAGUNA TREATMENT PLANT EMERGENCY GENERATOR FUEL TANK AND FLEET FUELING STATION REPLACEMENT PROJECT, CONTRACT NO. C02192

BACKGROUND: The emergency generator system for the Laguna Treatment Plant (Plant) was installed in 1990. The system provides emergency power to enable

plant operation to maintain National Pollutant Discharge Elimination System compliance, in the event that the Plant's primary power source is unavailable from Pacific Gas and Electric Company (PG&E). In recent years, Plant staff have noted the frequency of power outages has increased with PG&E's implementation of Public Safety Power Shutoffs (PSPS). The unpredictable frequency of PSPS has escalated the City's need to address the aged condition of the emergency generator system, which includes a 15,000-gallon diesel fuel underground storage tank (UST).

Construction contract C02192, Laguna Treatment Plant Emergency Generator Fuel Tank and Fleet Fueling Station Replacement, will replace the existing diesel tank and the fueling station supplied by the tank. The project will include a sole source specification to include the FuelMaster 2500 Plus and integrated PROKEE key to provide operational uniformity and compatibility with the City's existing fuel management system.

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board of Public Utilities, by resolution: 1) approve the sole source contract specifications for the FuelMaster 2500 Plus fuel management system and integrated PROKEE key; and 2) approve the Laguna Treatment Plant Emergency Generator Fuel Tank and Fleet Fueling Station Replacement Project.

Presenter: Richela Maeda, Associate Civil Engineer

A motion was made by Board Member Wright, seconded by Board Member Watts, to approve Item 7.2 - RESOLUTION NO. 1286 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES APPROVING THE SOLE SOURCE SPECIFICATION FOR THE FUELMASTER 2500 PLUS FUEL MANAGEMENT SYSTEM AND INTEGRATED PROKEE KEY AND APPROVING THE PROJECT FOR THE LAGUNA TREATMENT PLANT EMERGENCY GENERATOR FUEL TANK AND FLEET FUELING STATION REPLACEMENT PROJECT, CONTRACT NO. C02192." The motion carried by the following vote:

Yes: 7 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Walsh, Board Member Watts and Board Member Wright

7.3 REPORT - SOLE SOURCE CONTRACT SPECIFICATION FOR THE WASTE GAS BURNER SYSTEM AND APPROVAL OF PROJECT FOR LAGUNA TREATMENT PLANT WASTE GAS BURNER REPLACEMENT PROJECT, CONTRACT C01978

BACKGROUND: The City's Laguna Wastewater Treatment Plant (Plant) operates a cogeneration system consisting of four internal combustion engines. Two of the engines are primarily fueled by digester gas from four anaerobic digesters and

regularly consume all digester gas produced from the Plant. To facilitate biogas handling, the Plant operates an open, "candlestick" type waste gas burner (WGB) when excess or low-quality digester gas cannot be consumed by the cogeneration system, or as a backup to the cogeneration system, such as when engines are off-line for maintenance. Originally constructed in 1976, the Varec Biogas WGB system is nearing the end of its useful life and requires replacement.

The Laguna Treatment Plant Waste Gas Burner Replacement project, Contract C01978, will replace the existing waste gas burner system with a new waste gas burner Varec Biogas, Model 244E. The project will include a sole source specification to provide compliance with key design criteria as well as maintain reliability and uniform compatibility with the existing equipment and minimize operational impacts to the Plant.

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board of Public Utilities, by resolution: 1) approve the sole source contract specifications for the Varec Biogas, Model 244E Enclosed Waste Gas Burner system and integrated Siemens programmable logic controllers; and 2) approve Laguna Treatment Plant Waste Gas Burner Replacement Project, C01978.

Presenter: Tracy Duenas, Supervising Engineer

A motion was made by Board Member Walsh, seconded by Board Member Grabill, to approve Item 7.3 - RESOLUTION NO. 1287 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES APPROVING THE SOLE SOURCE SPECIFICATION FOR VAREC BIOGAS ENCLOSED WASTE GAS BURNER AND SIEMENS PROGRAMMABLE LOGIC CONTROLLER AND APPROVING THE LAGUNA TREATMENT PLANT WASTE GAS BURNER REPLACEMENT PROJECT, CONTRACT C01978." The motion carried by the following vote:

Yes: 7 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Walsh, Board Member Watts and Board Member Wright

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS

NONE.

9. REFERRALS - NONE.

10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION)

- 10.1** CONGRESSMAN THOMPSON LETTER AND WRDA REQUEST - Provided for information.

11. SUBCOMMITTEE REPORTS

Board Member Watts reported the Budget Review Subcommittee met on February 23, 2022. Staff provided preliminary information about the FY 2022/23 budget including an overview, assumptions and projected revenues and reserves for the Water, Wastewater and Subregional funds. Staff also provided an update on FEMA and grant-funded project.

12. BOARD MEMBER REPORTS

NONE.

13. DIRECTORS REPORTS

Jennifer Burke, Director, reported during the October 2021 storms, the Laguna Treatment Plant had an inflow of 65,000 gallons per minute. Water that was not fully treated was captured and isolated in recycled water storage ponds and staff implemented a system to return the water to the Plant for re-treatment. The process was completed on February 22, 2022 with a total of 300 million gallons being re-treated.

Director Burke provided an update on the water and wastewater arrearages. Santa Rosa Water staff pursued State funding and recently received \$385,000 that will be applied to overdue water charges on customer accounts. Staff is working on an application for funding related to overdue wastewater charges that is due in April.

Director Burke reported the Laguna Environmental Laboratory (LEL) received its new Environmental Laboratory Accreditation Program (ELAP) certification following an external audit by an outside contractor.

Director Burke announced that Celia Parkinson, Civil Engineering Technician, retired on March 1 after 27 years of service with the City - most recently as a member of the Water Engineering Services team.

14. ADJOURNMENT OF MEETING

Chair Galvin adjourned the meeting at 2:41 p.m. in honor of Celia Parkinson and wished her the best in her retirement. The next regular meeting of the Board of Public Utilities is scheduled for March 17, 2022.