



# City of Santa Rosa

Virtual Meeting - See Agenda  
for Participation Information

## Board of Public Utilities Meeting Minutes - Draft

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Thursday, April 7, 2022

1:30 PM

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### 1:30 PM (Virtual Meeting)

#### 1. CALL TO ORDER AND ROLL CALL

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

**Present** 5 - Chair Daniel Galvin III, Vice Chair William Arnone, Jr., Board Member Lisa Badenfort, Board Member Mark Walsh, and Board Member Mary Watts

**Absent** 2 - Board Member Christopher Grabill and Board Member Glen Wright

#### 2. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

There were no Statements of Abstention from Board Members.

#### 3. STUDY SESSION

##### 3.1 FY 2022/23 REGIONAL, LOCAL WASTEWATER AND WATER FUNDS OPERATION, MAINTENANCE AND CAPITAL EXPENDITURE REQUESTS

Santa Rosa Water manages the City of Santa Rosa's regional, local wastewater and water enterprise funds under the general policy authority and direction of the Board of Public Utilities (BPU) per the City Charter. The BPU annually recommends a proposed fiscal year regional, local wastewater and water budget to the City Council to be included in the annual City budget adoption. The study session will provide an overview of all FY 2022/23 budgets.

Presenters: Kimberly Zunino, Deputy Director - Administration and Andrew Allen, Supervising Engineer

#### 4. MINUTES APPROVAL

##### 4.1 March 17, 2022 - Regular Meeting Minutes.

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

#### 5. STAFF BRIEFINGS

##### 5.1 2022 EARTH DAY EVENT IN COURTHOUSE SQUARE

Staff will provide information on Santa Rosa's annual Earth Day event, which will take place Saturday, April 23, from 11:00 a.m. - 2:00 p.m., in Courthouse Square. Staff will provide a brief overview of the event and information on the activities that will take place. The Board may discuss this item and give direction to staff.

Presenter: Tasha Wright, Sustainability Coordinator

## **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**

### **6.1 RESOLUTION - APPROVAL OF SECOND AMENDMENT TO BLANKET PURCHASE ORDER 165125 - EXTEND TERM, PRICE INCREASE AND ADD FUNDS FOR FERRIC SULFATE SUPPLY**

RECOMMENDATION: It is recommended by the Water and Finance Departments that the Board of Public Utilities, by resolution, approve an amendment to Blanket Purchase Order (BPO) 165125 for ferric sulfate supply with Thatcher Company of California, Inc., Downey, California, to extend the term by one-year, increase the unit price by 7%, increase the transportation price by 11%, and increase compensation in the amount of \$300,000, for a total not to exceed \$550,000.

**A motion was made by Vice Chair Arnone, seconded by Board Member Watts, to approve Item 6.1 - RESOLUTION NO. 1289 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES AUTHORIZING THE APPROVAL OF SECOND AMENDMENT TO BLANKET PURCHASE ORDER 165125 WITH THATCHER COMPANY OF CALIFORNIA, INC. FOR FERRIC SULFATE SUPPLY." The motion carried by the following vote:**

**Yes: 5 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Walsh and Board Member Watts.**

**Absent: 2 - Board Member Grabill and Board Member Wright**

### **6.2 MOTION - CONTRACT AWARD - TERRA LINDA AND BUENA VISTA SEWER AND WATER REPLACEMENT - PHASE 1**

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board of Public Utilities, by motion, approve the project and award Construction Contract No. C00327 in the amount of

\$1,777,141.00 to the lowest responsive bidder, Team Ghilotti, Inc. of Petaluma, CA, for Terra Linda and Buena Vista Drive Sewer and Water Replacement Project, approve a 15% contingency, and authorize a total contract amount of \$2,043,712.15.

**A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts, to approve the project and award Construction Contract No. C00327 in the amount of \$1,777,141.00 to the lowest responsive bidder, Team Ghilotti, Inc. of Petaluma, CA, for Terra Linda and Buena Vista Drive Sewer and Water Replacement Project, approve a 15% contingency, and authorize a total contract amount of \$2,043,712.15. The motion carried by the following vote:**

**Yes: 5 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Walsh and Board Member Watts.**

**Absent: 2 - Board Member Grabill and Board Member Wright**

**6.3**

**MOTION - AGREEMENT FOR ACCEPTANCE OF BIOSOLIDS AND LAND APPLICATION WITH GILARDI & JACOBSEN AG SERVICES, INC.**

RECOMMENDATION: It is recommended by the Water Department that the Board of Public Utilities, by motion, approve a five-year agreement for biosolids land application with Gilardi & Jacobsen Ag Services, Inc., for a total contract amount not to exceed amount of \$114,418.95.

**A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts, to approve a five-year agreement for biosolids land application with Gilardi & Jacobsen Ag Services, Inc., for a total contract amount not to exceed amount of \$114,418.95. The motion carried by the following vote:**

**Yes: 5 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Walsh and Board Member Watts.**

**Absent: 2 - Board Member Grabill and Board Member Wright**

## **7. REPORT ITEMS**

**7.1**

**REPORT - APPROVAL OF WATER SERVICE AGREEMENT BETWEEN CITY OF SANTA ROSA AND EL CRYSTAL MOBILE HOME PARK**

BACKGROUND: El Crystal Mobile Home Park (MHP), LLC, is in need of a temporary connection to the City's water system due to contamination of the existing water wells on the real property located at 3280 Santa Rosa Avenue, Santa Rosa, California, Assessor's Parcel Number 044-101-012. A Water Service Agreement is required by the State of California for El Crystal MHP, LLC, to be

reimbursed for construction costs and fees for the temporary connection by the State of California.

RECOMMENDATION: It is recommended by the Water Department and the Contract Review Subcommittee that the Board of Public Utilities, by resolution, authorize the Director of the Water Department to enter into a Water Service Agreement with El Crystal MHP, LLC.

Presenter: Andrew Allen, Supervising Engineer

**A motion was made by Board Member Walsh, seconded by Vice Chair Arnone, Jr., to approve Item 7.1 - RESOLUTION NO. 1290 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES APPROVING A WATER SERVICE AGREEMENT WITH EL CRYSTAL MHP LLC, 3280 SANTA ROSA AVENUE." The motion carried by the following vote:**

**Yes: 5 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Walsh and Board Member Watts.**

**Absent: 2 - Board Member Grabill and Board Member Wright**

**7.2**

**REPORT - FINAL REPORT AND FINDINGS FOR THE SPANISH LANGUAGE WATER USE EFFICIENCY PROGRAM ENHANCEMENTS PROJECT**

BACKGROUND: In January 2021, Santa Rosa Water was awarded a grant which included 250 hours of technical support from WaterNow Alliance's Project Accelerator program to conduct research into Water Use Efficiency program frequency and saturation in the City of Santa Rosa. The proposed project to be completed by the WaterNow Alliance has now concluded, and a comprehensive report has been finalized. WaterNow Alliance and Santa Rosa Water staff will present the findings and recommendations included in the final report with a focus on opportunities for increasing Latinx and Spanish-speaking community members' participation in Santa Rosa's Water Use Efficiency programs. Santa Rosa Water staff are requesting that the Board of Public Utilities accept the final report, and further support the proposed findings and recommendations.

RECOMMENDATION: It is recommended by Santa Rosa Water that the Board of Public Utilities, by motion, accept the WaterNow Alliance Spanish Language Water Use Efficiency Enhancements Project Final Report, and further support the key findings and recommendations contained in the report.

Presenters: Claire Nordlie, Sustainability Coordinator, and Amy Weinfurter, Director of Strategic Projects - WaterNow Alliance

**A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Walsh, to accept the WaterNow Alliance Spanish Language Water Use Efficiency Enhancements Project Final Report, and further support the key**

findings and recommendations contained in the report. The motion carried by the following vote:

**Yes: 5 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Walsh and Board Member Watts.**

**Absent: 2 - Board Member Grabill and Board Member Wright**

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

NONE.

## **9. REFERRALS - NONE.**

## **10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION) - NONE.**

## **11. SUBCOMMITTEE REPORTS**

Chair Galvin reported the Contract Review Subcommittee met on March 29, 2022 and unanimously recommended the Water Service Agreement with El Crystal Mobile Home Park that was approved by the Board earlier in the meeting.

Board Member Watts reported the Water Conservation Subcommittee met on March 30, 2022. Staff presented four nominees for this year's Water Use Efficiency awards which were unanimously approved by the subcommittee. Staff also provided information on outreach activities and events scheduled for Spring/Summer, including Water Awareness Month and the WaterSmart Expo.

## **12. BOARD MEMBER REPORTS**

NONE.

## **13. DIRECTORS REPORTS**

Jennifer Burke, Director, said the City Council considered the proposed FY 2022-23 SCWA Water Transmission System budget at the March 29 meeting and recommended support by the City's Water Advisory Committee (WAC) member, Council Member Natalie Rogers. The WAC voted unanimously to support the proposed budget at the April 4 meeting and it will be presented to

the Sonoma Water Board of Directors on April 19.

Director Burke thanked the Board for their support of the Water Demand Offset Policy which was approved by the City Council at the March 29 meeting.

Director Burke shared that Steve Thompson, Quality Control Associate for Santa Rosa Water, will be retiring in April after more than 31 years of service. She also shared that John Stinson, Administrative Analyst for Santa Rosa Water, will be retiring in April after more than 20 years of service.

#### **14. ADJOURNMENT OF MEETING**

Chair Galvin adjourned the meeting at 3:22 p.m. in honor of Steve Thompson and John Stinson and wished them good luck in their retirement. The next regular meeting of the Board of Public Utilities is scheduled for April 21, 2022.