



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

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Thursday, September 21, 2023

1:30 PM

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

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

**Present** 4 - Vice Chair William Arnone Jr., Board Member Robin Bartholow,  
Board Member Mark Walsh, and Board Member Glen Wright

**Absent** 2 - Chair Daniel Galvin III, and Board Member Lisa Badenfort

Vice Chair Arnone announced that Item 5.2, Update on Russian River Water Forum and Potter Valley Project, is being continued to a future meeting date.

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

None.

**3. STUDY SESSION**

None.

**4. MINUTES APPROVAL**

**4.1** August 17, 2023 - Regular Meeting Minutes - DRAFT

The August 17, 2023 Regular Meeting Minutes were approved as submitted.

**5. STAFF BRIEFINGS**

**5.1** WATER SUPPLY UPDATE

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

Claire Nordlie, Water Use Efficiency Coordinator, presented and answered Board Member questions.

**5.2 UPDATE ON RUSSIAN RIVER WATER FORUM AND POTTER VALLEY PROJECT**

Staff will provide an update on the Russian River Water Forum, which is a grant funded collaborative effort to identify water supply resiliency solutions in response to the planned license surrender and decommissioning of Pacific Gas and Electric (PG&E's) Potter Valley Hydroelectric Project, as well as the recent proposal to PG&E from the Mendocino County Inland Water and Power Commission, the Round Valley Indian Tribes, and the Sonoma County Water Agency, to create a regional entity that would advance a regional solution for preserving flows in the Russian River and improving Eel River fisheries. The Board may discuss this item and give direction to staff. This item was continued from the August 17, 2023 Board of Public Utilities meeting and will be continued to a future meeting date.

Vice Chair Arnone announced that Item 5.2, Update on Russian River Water Forum and Potter Valley Project, is being continued to a future meeting date.

**6. CONSENT ITEMS**

**A motion was made by Board Member Wright, seconded by Board Member Walsh, to approve Consent Item 6.1.**

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

**Yes:** 4 - Vice Chair Arnone Jr., Board Member Bartholow, Board Member Walsh and Board Member Wright

**Absent:** 2 - Chair Galvin III and Board Member Badenfort

**6.1 RESOLUTION - SOLE SOURCE CONTRACT SPECIFICATION FOR HENRY PRATT COMPANY VALVES AND K-TORK VALVE ACTUATORS FOR THE LAGUNA TREATMENT PLANT FILTER CELLS 9-14 VALVE AND ACTUATOR REPLACEMENT PROJECT**

**RECOMMENDATION:** It is recommended by the Transportation and Public Works Department and Santa Rosa Water that the Board of Public Utilities, by resolution, approve a sole source contract specification for Henry Pratt Company (XR-70, 2FII) filter valves and K-Tork (KT-50, KT-40) valve actuators for the Laguna Treatment Plant Filter Cells 9-14 Valve and Actuator Replacement Project.

This Consent - Resolution was approved.

## 7. REPORT ITEMS

### 7.1 REPORT - RECOMMENDATION TO ADOPT PROPOSED ORDINANCE AMENDING SANTA ROSA CITY CODE CHAPTER 14-21 WATER WASTE REGULATIONS

**BACKGROUND:** Santa Rosa City Code Chapter 14-21 Water Waste Regulations, first adopted in 1999 and last revised in 2007, defines water waste and authorizes customer notification and potential water service disconnection in cases of unaddressed violations. Since Chapter 14-21 was last revised, best practices and technology have changed necessitating an update. Staff are proposing changes to Chapter 14-21 that include refinement of the definition of water waste, allowance of administrative fines for violations, providing an exception and an appeals process, and other clarifying changes.

**RECOMMENDATION:** It is recommended by the Water Conservation Subcommittee and Santa Rosa Water that the Board of Public Utilities, by resolution, recommend the City Council adopt the proposed ordinance amending Santa Rosa City Code Chapter 14-21 Water Waste Regulations to include administrative fines, provide an exception and an appeals process, and make other clarifying changes.

Deb Lane, Water Resources Analyst, presented and answered Board Member questions.

**A motion was made by Board Member Wright, seconded by Board Member Bartholow, to approve:**

**RESOLUTION 1328 ENTITLED: RESOLUTION OF THE BOARD OF PUBLIC UTILITIES RECOMMENDING THE SANTA ROSA CITY COUNCIL ADOPT THE ATTACHED PROPOSED ORDINANCE THEREBY AMENDING SANTA ROSA CITY CODE CHAPTER 14-21 WATER WASTE REGULATIONS TO INCLUDE ADMINISTRATIVE FINES AND CLARIFY ENFORCEMENT AND APPEALS PROCESS**

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

**Yes:** 4 - Vice Chair Arnone Jr., Board Member Bartholow, Board Member Walsh and Board Member Wright

**Absent:** 2 - Chair Galvin III and Board Member Badenfort

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

None.

## **9. REFERRALS**

None.

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

None.

## **11. SUBCOMMITTEE REPORTS**

Board Member Wright reported on the September 12, 2023 Water Conservation Subcommittee meeting.

## **12. BOARD MEMBER REPORTS**

None.

## **13. DIRECTORS REPORTS**

Acting Director McNeil reported: the City of Santa Rosa and the Sonoma Marin Saving Water Partnership has been awarded two awards through participation in the Institute of Local Government's Beacon Program. The City of Santa Rosa has been actively participating in the Beacon Program since 2013, reporting on the adoption of voluntary policies that promote sustainability, and tracking activities that reduce greenhouse gas emissions and save energy. The City of Santa Rosa will be recognized with the Platinum Level 2023 Beacon Spotlight Award for achieving a 21% natural gas savings compared to the baseline year in 2013. In addition to the Spotlight Award, Santa Rosa Water has been awarded the 2023 Beacon Leadership and Innovation Award for cross-agency collaboration with the Sonoma-Marine Saving Water Partnership during the recent 2021-2023 drought. The Partnership's "Drought is Here. Save Water" campaign was heavily augmented by Santa Rosa Water and the campaign was recognized for providing a unique, yet simple and cohesive drought message throughout the Russian River watershed that resulted in measurable water savings.

Santa Rosa Water's current water and sewer rate schedule was

approved by City Council on May 25, 2021. The current rate schedule began July 1, 2021 and concludes on July 1, 2024. The process of developing the next multi-year rate schedule for Fiscal Year 25/26 through 29/30 is beginning now. The first step requires hiring a consultant to compile and complete a full rate study to assure rates are designed to meet all regulatory requirements of Proposition 218. A Request For Proposals was issued on August 17th and it closed on September 14th. Over the next several weeks staff will be evaluating the submitted proposals, and anticipate making a recommendation for a contract award to the Board, likely in November, and beginning work with the selected consultant sometime in December. The development of the report and draft rate schedule is estimated to take one year to complete. Staff will review the proposed final report and new rate schedule with the Board of Public Utilities' Budget Review Subcommittee, and with the full Board, in detail prior to the BPU's recommendation on the rate study and new rate schedule to the City Council. The Council will review and provide direction in study session prior to the Proposition 218 notice being sent to all water and sewer customers. Staff is planning to hold a public hearing at City Council to consider adoption of the new rate schedule in March 2025, with the new rate schedule being implemented on July 1, 2025.

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

Vice Chair Arnone adjourned the meeting at 2:17 p.m. The next regularly scheduled Board of Public Utilities Meeting is October 5, 2023.

**Approved on: October 5, 2023**

\_\_\_\_\_/s/\_\_\_\_\_  
**Michelle Montoya**  
**Recording Secretary**