



## Board of Public Utilities Meeting Minutes - Final

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Thursday, July 7, 2022

1:30 PM

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### 1. CALL TO ORDER AND ROLL CALL

Chair Galvin called the meeting to order at 1:37 p.m.

**Present** 5 - Chair Daniel Galvin III, Board Member Christopher Grabill, Board Member Mark Walsh, Board Member Mary Watts, and Board Member Glen Wright

**Absent** 2 - Vice Chair William Arnone Jr., and Board Member Lisa Badenfort

### 2. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

There were no Statements of Abstention from Board Members.

### 3. PROCLAMATION

#### 3.1 PROCLAMATION - ROBERTA ATHA

**Attachments:** [Proclamation \(Uploaded 7-21-2022\)](#)

Chair Galvin read and presented Roberta Atha with a proclamation recognizing, commending, and expressing sincere and heartfelt appreciation for her 28.5 years of service to the community of Santa Rosa and to the City of Santa Rosa.

Roberta Atha received the proclamation and spoke on her time in service to the City of Santa Rosa.

### 4. STUDY SESSION - NONE.

### 5. MINUTES APPROVAL

#### 5.1 June 16, 2022 - Regular Meeting Minutes.

**Attachments:** [June 16, 2022 - Regular Meeting Minutes](#)

The minutes for June 16, 2022 were received and accepted as submitted.

### 6. STAFF BRIEFINGS

#### 6.1 WATER BILLING DIVISION OVERVIEW

The Water Billing Division provides billing, collection, and field services for Santa Rosa Water in addition to administration of the Help 2 Others Program (H2O Program). The division processes meter readings and billing for over 52,000 accounts per month. They provide account services to customers by phone and in-person at the City Hall Annex. During the COVID-19 pandemic, many additional tasks were required of staff to assist customers, including: securing funding from the California Water and Wastewater Arrearage Payment Program which provided financial assistance to eligible customers; keeping customers informed about other available programs; as well as developing the process to return to standard practices. The presentation will provide an overview of the work performed by this division. The Board may discuss this item and give direction to staff.

**Attachments:**     [Presentation \(Uploaded 7-6-2022\)](#)

Presenters: Keni Cook and Stacie Hatfield, Revenue Operations Supervisors

## 6.2 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.

**Attachments:**     [Presentation \(Uploaded 7-6-2022\)](#)

Presenters: Peter Martin, Deputy Director - Water Resources, and Mike Prinz, Deputy Director - Regional Water Reuse Operations

## 7. CONSENT ITEMS

### Approval of the Consent Agenda

**A motion was made by Board Member Wright, seconded by Board Member Watts, to adopt Consent Items 7.1 through 7.4. The motion carried by the following vote:**

**Yes:** 5 - Chair Galvin III, Board Member Grabill, Board Member Walsh, Board Member Watts and Board Member Wright

**Absent:** 2 - Vice Chair Arnone Jr. and Board Member Badenfort

### 7.1 RESOLUTION - APPROVAL OF SECOND AMENDMENT TO BLANKET PURCHASE ORDER 164874 - ONE YEAR EXTENSION, PRICE INCREASE, AND INCREASE COMPENSATION FOR SODIUM HYPOCHLORITE SUPPLY

RECOMMENDATION: It is recommended by the Water and Finance Departments that the Board of Public Utilities, by resolution, approve a second amendment to Blanket Purchase Order (BPO) 164874 for sodium hypochlorite supply with Olin Corporation dba Olin Chlor Alkali Products, Tracy, California, to extend for a

one-year period with an increase in unit price, and increase in compensation in the amount of \$450,000, for a total amount not to exceed \$815,000.

**Attachments:**    [Staff Report](#)  
                          [Attachment 1 Compensation Schedule](#)  
                          [Resolution](#)  
                          [BPU Resolution No. 1297](#)

**This Consent - Resolution was adopted.**

**RESOLUTION NO. 1297 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES AUTHORIZING THE APPROVAL OF SECOND AMENDMENT TO BLANKET PURCHASE ORDER 164874 - ONE YEAR EXTENSION, PRICE INCREASE, AND INCREASE COMPENSATION FOR SODIUM HYPOCHLORITE SUPPLY"**

**7.2**        RESOLUTION - BLANKET PURCHASE ORDER 160356 EXTENSION APPROVAL- SENSUS REMOTE AND STANDARD-READ TYPE WATER METERS, PARTS, AND ANTENNAS

RECOMMENDATION: It is recommended by the Finance and Water Departments, that the Board of Public Utilities, by resolution, approve an amendment to Blanket Purchase Order 160356 with Sensus USA, Inc., Raleigh, NC, to extend for an additional one-year period and add funds for remote and standard-read type water meters, parts, and antennas in the amount of \$160,000.

**Attachments:**    [Staff Report](#)  
                          [Attachment 1 Estimated Usage and Pricing](#)  
                          [Resolution](#)  
                          [BPU Resolution No. 1298](#)

**This Consent - Resolution was adopted.**

**RESOLUTION NO. 1298 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES AUTHORIZING THE APPROVAL OF BLANKET PURCHASE ORDER 160356 EXTENSION AND ADDITION OF FUNDS FOR SENSUS REMOTE AND STANDARD-READ TYPE WATER METERS, PARTS, AND ANTENNAS WITH SENSUS USA, INC."**

**7.3**        MOTION - CONTRACT AWARD - GEYSERS - DELTA CONNECTION IMPROVEMENTS, CONTRACT NO. C02111

RECOMMENDATION: It is recommended by the Transportation and Public Works and Water Departments that the Board of Public Utilities, by motion, approve the project and award Construction Contract No. C02111 in the amount of \$1,952,775.75 to the lowest responsive bidder, Piazza Construction, of Penngrove, California, for Geysers - Delta Connection Improvements, approve a 15% contingency, and authorize a total contract amount of \$2,245,692.11.

**Attachments:**    [Staff Report](#)  
                              [Attachment 1 Summary of Bids](#)  
                              [Attachment 2 Location Map](#)

**This Consent - Motion was approved.**

**7.4            MOTION - CONTRACT AWARD - LAGUNA TREATMENT PLANT EMERGENCY GENERATOR FUEL TANK AND FLEET FUELING STATION REPLACEMENT PROJECT, CONTRACT NO. C02192**

RECOMMENDATION: It is recommended by the Transportation and Public Works and Water Departments that the Board of Public Utilities, by motion, award Construction Contract No. C02192 in the amount of \$1,267,135.60 to the lowest responsive bidder, CIC of Cupertino, CA for Laguna Treatment Plant Emergency Generator Fuel Tank and Fleet Fueling Station Replacement, approve a 15% contingency, and authorize a total contract amount of \$1,457,205.94.

**Attachments:**    [Staff Report](#)  
                              [Attachment 1 Location Map](#)  
                              [Attachment 2 Summary of Bids](#)

**This Consent - Motion was approved.**

**8. REPORT ITEMS**

**8.1            REPORT - APPROVAL OF AGREEMENT WITH GOLD RIDGE RESOURCE CONSERVATION DISTRICT FOR EXPANSION OF EXISTING RAINWATER HARVESTING REBATE PROGRAM**

BACKGROUND: Gold Ridge Resource Conservation District (Gold Ridge RCD) has received grant funds to implement new and supplement existing rainwater harvesting rebate programs throughout their service area, including in Santa Rosa. The proposed co-operative agreement would provide up to \$20,000 to Santa Rosa Water to utilize for increasing the existing rainwater harvesting rebate offered to Santa Rosa Water customers.

RECOMMENDATION: It is recommended by the Water Department that the Board of Public Utilities, by motion, approve the agreement for Rainwater Catchment Rebate Program Support between Gold Ridge Resource Conservation District and the City of Santa Rosa.

**Attachments:**    [Staff Report](#)  
                              [Attachment 1 Agreement](#)  
                              [Presentation \(Uploaded 7-6-2022\)](#)

Presenter: Claire Nordlie, Sustainability Coordinator

**A motion was made by Board Member Wright, seconded by Board Member Grabill, to approve the agreement for Rainwater Catchment Rebate**

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**Program Support between Gold Ridge Resource Conservation District and the City of Santa Rosa. The motion carried by the following vote:**

**Yes:** 5 - Chair Galvin III, Board Member Grabill, Board Member Walsh, Board Member Watts and Board Member Wright

**Absent:** 2 - Vice Chair Arnone Jr. and Board Member Badenfort

**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**

Jennifer Burke, Director, reported on a recent staff-led tour given to Council Member MacDonald of the local and regional operations systems, which included information on our water and wastewater systems assets, additional tours of the West College Sewer Lift station, Water Station 4, Farmers Lane treatment plant, Laguna Treatment Plant, and the opportunity to meet many of Santa Rosa Water staff.

Director Burke also reported on the successful return of the Water Smart Expo, after a 2-year hiatus, held on June 29 at the Wednesday Night Market.

Director Burke expressed appreciation to Interim City Attorney Bob Maddow in his second round of interim services to Santa Rosa Water, and welcomed new Assistant City Attorney Morgan Biggerstaff.

**15. ADJOURNMENT OF MEETING**

Chair Galvin adjourned the meeting at 2:45p.m. in honor of Roberta

Atha. The next meeting of the Board of Public Utilities is scheduled for July 21, 2022.

**Approved on: July 21, 2022**

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**Dina Manis, Recording Secretary**