City of Santa Rosa

Council Chamber
100 Santa Rosa Avenue

Board of Public Utilities
Regular Meeting Minutes - Draft

Thursday, November 2, 2023 **1:30 PM**

1. CALL TO ORDER AND ROLL CALL

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

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

2. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

None.

3. STUDY SESSION

None.

4. MINUTES APPROVAL

4.1 October 19, 2023 - Regular Meeting Minutes - DRAFT

The October 19, 2023 Regular Meeting Minutes were approved as submitted.

5. STAFF BRIEFINGS

5.1 2023-2024 CAPITAL IMPROVEMENT PROGRAM UPDATE

Staff will present a statistical overview of active water, wastewater, and regional construction projects in 2023, highlighting key projects in each sector. Staff will also provide a preview of construction projects to be initiated in 2024. The Board may discuss this item and give direction to staff.

James Jensen, Deputy Director - Engineering Services, Richela Maeda, Associate Civil Engineer, Chris Balanesi, Associate Civil Engineer, and Sara Mathews, Associate Civil Engineer, presented and answered Board Member questions.

5.2 LABORATORY UPDATE - THE NEW TNI STANDARDS

Staff will provide an update on the Laguna Environmental Laboratory's

implementation of the new State Water Resources Control Board Standards also known as the TNI Updates. The Board may discuss this item and give direction to staff.

Robert Wilson, Laboratory Supervisor, presented and answered Board Member questions.

5.3 ENVIRONMENTAL SERVICES UPDATE

Staff will provide an update on the North Coast Regional Water Quality Control Board's 2023 Triennial Review of the Water Quality Control Plan for the North Coast Region and a brief update on the Colgan Creek Water Quality Trading Framework Project conducted by Sonoma Water. The Board may discuss this item and give direction to staff.

Sean McNeil, Deputy Director - Environmental Services, presented and answered Board Member questions.

6. CONSENT ITEMS

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Walsh, to approve Consent Items 6.1 and 6.2.

The motion carried by the following vote:

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

6.1 MOTION - BLANKET PURCHASE ORDER 165703 - ONE-YEAR EXTENSION AND INCREASE COMPENSATION, SNF POLYDYNE, INC.

RECOMMENDATION: It is recommended by Santa Rosa Water and the Finance Department that the Board of Public Utilities, by motion, authorize the Chairman of the Board to approve a one-year extension with no increase to unit price and an increase in compensation by $165,000 to Blanket Purchase Order (BPO) 165703 for the supply and delivery of Clarifloc NW-134 dewatering polymer for the Laguna Treatment Plant to SNF Polydyne, Inc., Riceboro, Georgia, in the total amount not to exceed $417,000.

This Consent - Motion was approved.

6.2 MOTION - PROPOSED AGREEMENT WITH HILDEBRAND CONSULTING TO PERFORM A WATER AND SEWER RATE STUDY AND DEVELOP A RATE SCHEDULE FOR 2025-2029

RECOMMENDATION: It is recommended by the Contract Review Subcommittee and Santa Rosa Water that the Board of Public Utilities, by motion, approve a professional services agreement between the City of Santa Rosa and Hildebrand Consulting, LLC to perform a water and sewer rate study, develop a rate schedule for 2025 through 2029, develop a pass-through rate for wholesale water and update the water shortage rates, with a not to exceed amount of One Hundred and Thirty-Five Thousand ($135,000) dollars.

This Consent - Motion was approved.

7. REPORT ITEMS

None.

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS

None.

9. REFERRALS

None.

10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION)

None.

11. SUBCOMMITTEE REPORTS

None.

12. BOARD MEMBER REPORTS

None.

13. DIRECTORS REPORTS

Director Burke reported: The Geysers system is back to operating at a 5 pump (full capacity) flow rate of approximately 18 MGD in order to lower recycled water storage levels in preparation for winter/wet weather flows to Laguna Treatment Plant.

Laura Utter's started with the City of Santa Rosa Water Department May 8, 2007 as a Wastewater Operator Trainee. As of November 2, 2023, she not only will be celebrating 16 years of service, she will be retiring as a Wastewater Operator II. Laura is always very helpful and professional, maintains a calm demeanor, and stays well focused under duress just like she did during the emergency response when Dan Silveira fell. Laura is always very tactful and clear when new operators need a boost during training, and is supportive of, and very kind to, the operators who are less experienced and maintains a good attention to detail when helping others learn the ropes.

Former board member Chris Grabill has been reappointed to the Board of Public Utilities filling the current vacancy. We anticipate his swearing in will take place at the next regularly scheduled meeting.

14. ADJOURNMENT OF MEETING

Chair Galvin adjourned the meeting at 2:42 p.m. in honor of Laura Utter's retirement. The next Board of Public Utilities meeting is scheduled for November 16, 2023.