



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

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Thursday, January 18, 2018

1:30 PM

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**1:30 PM (Mayor's Conference Room)**

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

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

**Present** 5 - Chair Daniel Galvin III, Board Member William Arnone Jr., Board Member Richard Dowd, Board Member Mary Watts, and Board Member Christopher Grabill

**Absent** 1 - Board Member Lisa Badenfort

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

Board Member Dowd stated that he would be abstaining from the approval of the minutes for December 7, 2017 because he was absent from the meeting.

**3. ANNOUNCEMENT OF CLOSED SESSION ITEM(S) AND ADJOURNMENT TO CLOSED SESSION IN THE MAYOR'S CONFERENCE ROOM**

Duane Dewitt asked for signage to be posted at the property explaining what type of work is currently happening on site.

Molly Dillon, Assistant City Attorney announced the closed session items and the Board adjourned to closed session at 1:38 p.m.

**3.1 CONFERENCE WITH REAL PROPERTY NEGOTIATOR  
(Government Code Section 54956.8)**

Property: 1225 Fulton Rd., Santa Rosa, CA - APN: 034-460-032

Agency Negotiator: Jill Scott, Right-of-Way Agent

Negotiating Parties: Thanksgiving Lutheran Church

Under Negotiations: Price and terms of payment.

**3.2 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: potential number of cases: ONE.

#### **4. ADJOURNMENT TO OPEN SESSION IN THE CITY COUNCIL CHAMBER AND ANNOUNCEMENT OF CLOSED SESSION ACTION, IF ANY.**

The Board adjourned to open session at 2:08 p.m. in the City Council Chamber. Assistant City Attorney Dillon reported that for item 3.1, the Board gave direction to its Real Property Negotiator. She further reported that for item 3.2, there was nothing to report.

#### **5. MINUTES APPROVAL**

Chair Galvin received and filed the minutes of December 7, 2017 as submitted. He reported that the approval of the minutes for January 4, 2018 would be deferred to the next meeting.

- 5.1 December 7, 2017, Regular Meeting Minutes.

Attachments: [December 7, 2017 Regular Meeting Minutes](#)

- 5.2 January 4, 2018, Regular Meeting Minutes.

Attachments: [January 4, 2018 - Regular Meeting Minutes](#)

#### **6. PRESENTATION - MEGAN KAUN - APPRECIATION OF SERVICE**

The Board shared their appreciation of Ms. Kaun's efforts and expertise while serving on the Board and was presented with a plaque.

Ms. Kaun spoke about her work on the board and being a public leader.

#### **7. STAFF BRIEFINGS**

- 7.1 SANTA ROSA REGIONAL WATER RECLAMATION SYSTEM NPDES PERMIT RENEWAL AND REPORT OF WASTE DISCHARGE

The current Santa Rosa Regional Water Reclamation System National Pollutant Discharge Elimination System (NPDES) Permit is due to expire on January 3, 2019. On or before August 3, 2018, the City is required to submit to the North Coast Regional Water Quality Control Board a Report of Waste Discharge as application for issuance of new wastewater discharge requirements. Staff will provide an overview of permit renewal planning. The Board may discuss and give direction on the matter.

**Attachments:**    [Presentation \(added 1/18/2018\)](#)

PRESENTER(S): Rita Miller, Deputy Director Environmental Services.

Duane Dewitt spoke about the General Plan 2035 and asked for community participation of Roseland well owners in the Blue Ribbon Panel.

## 8. CONSENT ITEMS

### 8.1        RESOLUTION - CONTRACT AWARD - BIOSOLIDS HAULING SERVICES, ANDY PONCIA DBA PONCIA FERTILIZER SPREADING

RECOMMENDATION: It is recommended by the Finance and Water Departments that the Board of Public Utilities, by resolution, approve award of a one-year General Services Agreement, F001418, for biosolids hauling services to lowest responsive, responsible bidder Andy Poncia dba Poncia Fertilizer Spreading for a total estimated contract amount not to exceed \$288,895.

**Attachments:**    [Staff Report](#)  
                          [Attachment 1](#)  
                          [Resolution](#)

Ms. Dillon requested a modification to the resolution to include language indicating the contract approval was subject to City Attorney approval of all required insurance certificates.

**A motion was made by Board Member Dowd, seconded by Board Member Watts, to waive reading of the text and adopt Consent item 8.1:  
RESOLUTION NO. 1153 ENTITLED: RESOLUTION OF THE BOARD OF PUBLIC UTILITIES AUTHORIZING THE AWARD OF A GENERAL SERVICES AGREEMENT FOR BIOSOLIDS HAULING SERVICES WITH ANDY PONCIA DBA PONCIA FERTILIZER SPREADING.**

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

**Yes:** 5 - Chair Galvin III, Board Member Arnone Jr., Board Member Dowd, Board Member Watts and Board Member Grabill

**Absent:** 1 - Board Member Badenfort

### 8.2        RESOLUTION - FIRST AMENDMENT TO PRODUCT SUPPLY AGREEMENT PT543 WITH PRAXAIR DISTRIBUTION, INC. FOR

CONTINUED SUPPLY OF COMPRESSED GAS SUPPLY,  
MICRO-BULK GAS SUPPLY, MICRO-BULK EQUIPMENT RENTAL  
AND ASSOCIATED DELIVERY AND HAZARDOUS MATERIAL  
CHARGES FOR THE LAGUNA ENVIRONMENTAL LABORATORY

RECOMMENDATION: It is recommended by the Water Department that Board, by resolution, award the First Amendment to Product Supply Agreement PT543 with Praxair Distribution, Inc. to 1) increase the not to exceed amount by \$250,000, for a total not to exceed \$299,000, 2) approve a contract expiration date of March 31, 2023 and 3) delete existing Agreement section titled "Right of Refusal." As regular operating expenditures, funds required for these operational expenses (i.e., gases and micro-bulk equipment rental), were appropriated in the FY 2017-18 budget and will be included in future budget proposals when presented to the Board of Public Utilities and City Council.

Attachments:    [Staff Report](#)  
                         [Attachment 1 \(updated 1/18/18\)](#)  
                         [Attachment 2](#)  
                         [Attachment 3](#)  
                         [Resolution](#)

**A motion was made by Board Member Arnone, Jr., seconded by Board Member Watts, to waive reading of the text and adopt Consent Item 8.2: RESOLUTION NO. 1154 ENTITLED: RESOLUTION OF THE BOARD OF PUBLIC UTILITIES TO AWARD THE FIRST AMENDMENT TO PRAXAIR PRODUCT SUPPLY AGREEMENT PT543, AS PREVIOUSLY ATTACHED TO PURCHASE ORDER NO. 150341 THAT PROVIDES COMPRESSED GAS SUPPLY, MICRO-BULK GAS SUPPLY, MICRO-BULK EQUIPMENT RENTAL AND ASSOCIATED DELIVERY AND HAZARDOUS MATERIAL CHARGES FOR THE LAGUNA ENVIRONMENTAL LABORATORY.**

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

**Yes:** 5 - Chair Galvin III, Board Member Arnone Jr., Board Member Dowd, Board Member Watts and Board Member Grabill

**Absent:** 1 - Board Member Badenfort

## **9. REPORT ITEMS**

- 9.1**        REPORT - COOPERATIVE FUNDING AGREEMENT WITH SOUTH PARK COUNTY SANITATION DISTRICT FOR DESIGN AND CONSTRUCTION SERVICES FOR THE BLACKWELL TRACT SEWER COLLECTION SYSTEM AND WATER LINE REPLACEMENT

## PROJECT

**BACKGROUND:** The Blackwell Tract Sewer Collection System Replacement Project ("District's Project") consists of removing or abandoning in place and replacing approximately 5,736 feet of existing 6-inch and 8-inch diameter sewer mains, appurtenant service laterals and other associated items with new polyvinyl chloride (PVC) 8-inch diameter sewer main, appurtenant service laterals and other associated items within portions of Santa Ana Drive, Santa Barbara Drive, Elsinore Way, San Domingo Drive, San Clemente Drive, Santa Catalina Way, and Moraga Drive, in the unincorporated island within the City of Santa Rosa, Sonoma County, California.

The City of Santa Rosa Santa Catalina Way Water Line Replacement Project ("City's Project") consists of removing or abandoning in place and replacing approximately 565 linear feet of existing 4-inch water main, appurtenant water services and other associated items, with new 8-inch diameter PVC water main, appurtenant new water services and other associated items within Santa Catalina Way, along with the installation of 6 new fire hydrants located within portions of Santa Barbara Drive, San Domingo Drive, San Clemente Drive and Moraga Drive in the unincorporated island within the City of Santa Rosa, Sonoma County, California.

The County of Sonoma's Department of Transportation and Public Works ("County") Roadway Repair Project ("County's Project") consists of curb, gutter and sidewalk repairs, and pavement improvements that extend beyond the District's Project and City's Project, American with Disabilities Act (ADA) pedestrian ramps and crosswalk upgrades, and signage and pavement marking upgrades, within portions of Santa Barbara Drive, Elsinore Way, San Domingo Drive, San Clemente Drive, Santa Catalina Way, and Moraga Drive in the unincorporated island within the City of Santa Rosa, Sonoma County, California.

**RECOMMENDATION:** It is recommended by the Transportation and Public Works Department and the Water Department, that the Board of Public Utilities, by resolution, approve the Cooperative Funding Agreement with South Park County Sanitation District for Design and Construction Services for the Blackwell Tract Sewer Collection System

and Water Line Replacement Project for \$427,417.00 in reimbursement for design and construction costs incurred by the District for City water main improvements.

**Attachments:**    [Staff Report](#)  
                          [Attachment 1](#)  
                          [Resolution](#)

PRESENTER(S): Andrew Allen, Supervising Engineer

**A motion was made by Board Member Dowd, seconded by Board Member Arnone, Jr., to waive reading of the text and adopt RESOLUTION NO. 1155 ENTITLED: RESOLUTION OF THE BOARD OF PUBLIC UTILITIES APPROVING A COOPERATIVE FUNDING AGREEMENT WITH SOUTH PARK COUNTY SANITATION DISTRICT FOR DESIGN AND CONSTRUCTION SERVICES FOR THE BLACKWELL TRACT SEWER COLLECTION SYSTEM AND WATER LINE REPLACEMENT PROJECT.**

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

**Yes:** 5 - Chair Galvin III, Board Member Arnone Jr., Board Member Dowd, Board Member Watts and Board Member Grabill

**Absent:** 1 - Board Member Badenfort

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

Duane Dewitt spoke about seeking grant funding for Roseland Creek and groundwater sustainability.

## **11. REFERRALS**

NONE.

## **12. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION / ACTION)**

This item was received and filed.

- 12.1**      MONTHLY RATE REVENUE AND CIP BID AWARD REPORT - DECEMBER 2017- Provided for information.

**Attachments:**    [Memorandum](#)

## **13. SUBCOMMITTEE REPORTS**

Board Member Dowd reported that the Budget Review

Subcommittee has 3 meetings scheduled.

#### **14. BOARD MEMBER REPORTS**

Board Member Dowd noted that the review time for minutes and presentations has been less than ideal and requested additional lead time to complete the review.

Chair Galvin reported that he attended the Mayor's Board Chair luncheon. The Mayor had announced that if any members were aware of interest in an appointment to the Board, please send the information to him.

Board Member Grabill requested a report out from staff as information becomes available, on potential impacts of district elections to the Board.

#### **15. DIRECTORS REPORTS**

Jennifer Burke, Deputy Director of Water and Engineering Resources provided an update on Department activities.

#### **16. ADJOURNMENT OF MEETING**

Chair Galvin adjourned the meeting at 2:44 p.m.

The next regularly scheduled meeting of the Board of Public Utilities will be held on Thursday, February 15, 2018, at 1:30 p.m., in the Council Chamber, City Hall, 100 Santa Rosa Ave., Santa Rosa.

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**Daniel J. Galvin III, Chairman**

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**Gina Perez, Recording Secretary**