



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

Thursday, September 6, 2018

1:30 PM

1. CALL TO ORDER AND ROLL CALL

Chair Galvin called the meeting of the Board of Public Utilities to order at approximately 1:30 p.m.

He welcomed David Bannister to the Board. Board Member Bannister provided a brief overview of his experience and background.

Present 6 - Chair Daniel Galvin III, Vice Chair William Arnone Jr., Board Member Richard Dowd, Board Member Christopher Grabill, Board Member Matt Mullan, and Board Member David Bannister

Absent 1 - Board Member Lisa Badenfort

2. STATEMENTS OF ABSENTION BY BOARD MEMBERS

No statements of abstention were made by the Board.

3. STUDY SESSION - NONE

4. MINUTES APPROVAL

4.1 June 21, 2018 - Regular Meeting Minutes.

Attachments: [June 21, 2018 - Regular Meeting Minutes.](#)

The minutes of June 21, 2018 were accepted as submitted.

5. STAFF BRIEFINGS

5.1 CREEK WEEK AND LAGUNA WASTEWATER TREATMENT PLANT
50TH ANNIVERSARY CELEBRATION UPDATE

The Storm Water & Creeks section of Santa Rosa Water participates in a regional recognition of “Creek Week” as a way to celebrate and clean up our local waterways and educate the public on ways to prevent creek pollution.

A Proclamation was approved by City Council on September 4, 2018,

proclaiming September 15-23 as "Creek Week". Staff is coordinating a local creek cleanup on Saturday, September 15th and co-promoting a 50th Anniversary Celebration of Laguna Wastewater Treatment Plant on Saturday, September 22nd. The Board may discuss this item and give direction to staff.

Attachments: [Presentation](#)

Presenter(s): Jenifer Piccinini, Research and Program Coordinator and Mike Prinz, Deputy Director Subregional Operations

5.2 OVERVIEW OF EVALUATION OF FOUNTAINGROVE WATER SYSTEM AND OPERATION DURING THE TUBBS FIRE

Earlier this year, the City hired consultant firm Black & Veatch, a national water system expert, to conduct an investigation of the function and operation of the Fountaingrove water system during the Tubbs Fire. Staff will provide an overview of the Study Session that will be presented to the City Council on September 7, 2018.

Attachments: [Presentation \(added 9/5/18\)](#)

Presenter(s): Joe Schiavone, Deputy Director Local Operations

6. CONSENT ITEMS - NONE

7. REPORT ITEMS

7.1 REPORT - AMENDMENT NO. 1 TO CONTRACT F001662 FOR THE REED GROUP, INC. FOR AGRICULTURAL WATER USAGE RATE SETTING SUPPORT

BACKGROUND: Santa Rosa Water solicited responses to a request for proposal for 2018/19 budget assistance, a long term financial plan and agricultural rate setting. There was one respondent, The Reed Group, Inc. The single respondent was deemed qualified to perform the requested services. Santa Rosa Water has multiple contracts with various agricultural recycled water customers and those agreements are coming to the end of their terms. Rates are varied and determined by each individual contract. The development of a consistent rate structure to be consistent and fair to all customers is important. The original agreement was within the City Manager's signing authority. Staff has requested additional assistance with the agricultural rate

setting process as it has been decided that the inclusion of the agricultural users in the process is extremely important. Therefore, the additional scope requires BPU approval.

RECOMMENDATION: Santa Rosa Water recommends that the Board of Public Utilities, by motion, approve Amendment No. 1 to Contract F001662 for additional support and expertise for extended agricultural water usage rate setting process with The Reed Group, Inc. in the amount of \$35,400, increasing the total contract amount to \$135,280.

Attachments: [Staff Report](#)
 [Attachment 1](#)
 [Attachment 2](#)
 [Presentation \(added 9/5/18\)](#)

Presenter(s): Kimberly Zunino, Deputy Director Administration

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Grabill to approve a motion, as submitted, approving Amendment No. 1 to Contract F001662 for additional support and expertise for extended agricultural water usage rate setting process with The Reed Group, Inc. in the amount of \$35,400, increasing the total contract amount to \$135,280. The motion carried by the following vote:

Yes: 6 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Dowd, Board Member Grabill, Board Member Mullan and Board Member Bannister

Absent: 1 - Board Member Badenfort

7.2 REPORT - PROJECT WORK ORDER APPROVAL - FREEWAY WELL PLANNING PROJECT

BACKGROUND: The City constructed Freeway Well in 1957 and operated it sustainably until regular testing in the 1980s detected volatile organic compounds (VOCs) from offsite contamination. In 1994, the Freeway Well was physically separated from the City's distribution system.

The City wants to evaluate water quality risks in the vicinity and study the feasibility of alternatives for treating the groundwater or replacing Freeway Well, and the State Water Resources Control Board (State) expressed interest in aiding these efforts. The State invited the City to submit a grant application, which staff did on August 31, 2017. The State approved it and agreed to fund 50 percent of the Freeway Well

Planning Project.

The proposed Project Work Order addresses the bulk of the work outlined in the grant agreement for the Freeway Well Planning Project.

RECOMMENDATION: It is recommended by the Water Department, that the Board, by motion, approve a Project Work Order (PWO) under the Master Professional Services Agreement with West Yost & Associates, Inc. of Pleasanton, California, to provide services for the grant funded Freeway Well Planning Project, with a total amount, including a 5% contingency, of \$557,731.00.

Attachments: [Staff Report](#)
[Attachment 1](#)
[Attachment 2](#)
[Attachment 3](#)
[Presentation \(added 9/5/18\)](#)

Presenter(s): Colin Close, Sr. Water Resources Planner

A motion was made by Board Member Dowd, seconded by Board Member Mullan, to approve a motion, as submitted, approving a Project Work Order (PWO) under the Master Professional Services Agreement with West Yost & Associates, Inc. of Pleasanton, California, to provide services for the grant funded Freeway Well Planning Project, with a total amount, including a 5% contingency, of \$557,731.00. The motion carried by the following vote:

Yes: 6 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Dowd, Board Member Grabill, Board Member Mullan and Board Member Bannister

Absent: 1 - Board Member Badenfort

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS

None.

9. REFERRALS

None.

10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION)

- 10.1** MONTHLY RATE REVENUE, WATER USAGE AND CIP BID AWARD REPORT - JUNE 2018 - Provided for information.

Attachments: [Memorandum](#)

The Board received and filed the written correspondence as submitted.

11. SUBCOMMITTEE REPORTS

None.

12. BOARD MEMBER REPORTS

Board Member Dowd announced that he would be absent from the September 20, 2018 meeting. He also noted that Board Member Badenfort had taken a fall and he sent his wishes for a quick recovery.

13. DIRECTORS REPORTS

Ben Horenstein, Director reported on various department activities.

14. ADJOURNMENT OF MEETING

The meeting was adjourned at 2:34 p.m. The next regularly scheduled meeting of the Board of Public Utilities will be held on October 18, 2018.