



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

Thursday, May 7, 2020

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.

Present 7 - Chair Daniel Galvin III, Vice Chair William Arnone Jr., Board Member Lisa Badenfort, Board Member Christopher Grabill, Board Member Mary Watts, Board Member Glen Wright, and Board Member Matt Mullan

2. OATH OF OFFICE - NEW BOARD MEMBER

Gina Perez, Recording Secretary, administered the Oath of Office to Board member Mullan.

3. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

Board member Mullan stated that he would be abstaining from the acceptance of the minutes since he was just appointed to the Board.

4. MINUTES APPROVAL

The minutes of March 5, 2020 were accepted as submitted. The minutes of April 2, 2020 were deferred to the next Board meeting.

4.1 March 5, 2020 - Regular Meeting Minutes.

Attachments: [March 5, 2020 - Regular Meeting Minutes \(added 5/6/2020\)](#)

4.2 April 2, 2020 - Regular Meeting Minutes.

5. STAFF BRIEFINGS - NONE.

6. CONSENT ITEMS

6.1 RESOLUTION - CONTRACT APPROVAL - SECOND AMENDMENT TO GENERAL SERVICES AGREEMENT F001643 PORTOLA MINERALS COMPANY, DBA BLUE MOUNTAIN MINERALS

RECOMMENDATION: It is recommended by the Water and Finance Departments that the Board, by resolution, approve a Second

Amendment to General Services Agreement F001643 with Portola Minerals Company, dba Blue Mountain Minerals, Columbia, California, to extend the term of the Agreement for one-year and increase compensation by \$109,000, for a total not to exceed amount of \$492,000, for the supply and delivery of agricultural lime.

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts to approve Item 6.1 - RESOLUTION NO. 1216 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES AUTHORIZING THE APPROVAL OF THE SECOND AMENDMENT TO GENERAL SERVICES AGREEMENT F001643 FOR AGRICULTURAL LIME ACQUISITION AND DELIVERY SERVICES WITH PORTOLA MINERALS COMPANY DBA BLUE MOUNTAIN MINERALS". The motion carried by the following vote:

Yes: 7 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Watts, Board Member Wright and Board Member Mullan

**6.2 RESOLUTION - GENERAL SERVICES AGREEMENT F001601
CONTRACT EXTENSION - BIOSOLIDS HAULING SERVICES**

RECOMMENDATION: It is recommended by the Water and Finance Departments that the Board, by resolution, approve the Second Amendment to General Service Agreement F001601 to increase funds in the amount of \$374,735 for biosolids hauling services with Poncia Fertilizer, Inc., Cotati, California.

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts to approve Item 6.2 - RESOLUTION NO. 1217 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES AUTHORIZING THE APPROVAL OF THE SECOND AMENDMENT TO GENERAL SERVICES AGREEMENT F001601 FOR BIOSOLIDS HAULING SERVICES FOR THE LAGUNA TREATMENT PLANT COMPOST FACILITY". The motion carried by the following vote:

Yes: 7 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Watts, Board Member Wright and Board Member Mullan

6.3 MOTION - CONTRACT AWARD - EMERGENCY WELL PUMP STATION - A PLACE TO PLAY

RECOMMENDATION: It is recommended by the Water and Transportation and Public Works Departments that the Board of Public Utilities, by motion, award Construction Contract No. C01965 in the amount of \$1,807,141.77 to the lowest responsive bidder, Team Ghilotti, Inc., of Petaluma, California, for Emergency Well Pump Station - A Place to Play, approve a 15% contingency, and authorize a total contract amount of \$2,078,213.03.

Attachments: [Staff Report](#)
[Attachment 1](#)
[Attachment 2](#)

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts to award Construction Contract No. C01965 in the amount of \$1,807,141.77 to the lowest responsive bidder, Team Ghilotti, Inc., of Petaluma, California, for Emergency Well Pump Station - A Place to Play, approve a 15% contingency, and authorize a total contract amount of \$2,078,213.03. The motion carried by the following vote:

Yes: 7 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Watts, Board Member Wright and Board Member Mullan

6.4 RESOLUTION - THIRD AMENDMENT - GENERAL SERVICES AGREEMENT F001686 THATCHER COMPANY OF CALIFORNIA INC.

RECOMMENDATION: It is recommended by the Water and Finance Departments that the Board, by resolution, approve the Third Amendment to General Service Agreement F001686 for a one-year extension with an increase in compensation for the supply and delivery of ferric chloride as required by the Laguna Treatment Plant with Thatcher Company of California, Inc., Downey, California, in the amount of \$309,015, for a cumulative total not to exceed amount of \$851,357.73.

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts to approve Item 6.4 - RESOLUTION NO. 1218 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES AUTHORIZING THE APPROVAL OF THE THIRD AMENDMENT TO GENERAL SERVICES

AGREEMENT F001686 FOR FERRIC CHLORIDE DELIVERY SERVICES WITH THATCHER COMPANY OF CALIFORNIA INC". The motion carried by the following vote:

Yes: 7 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Watts, Board Member Wright and Board Member Mullan

7. REPORT ITEMS

7.1 REPORT - WAIVER OF DELINQUENT FEES

BACKGROUND: Santa Rosa Water is currently not disconnecting service for non-payment, offering payment plans to its customers and, at the direction of the Director of Emergency Services, is waiving delinquent fees for customers during the Order of the Health Officer of the County of Sonoma requiring residents to Shelter in Place (Order) to assist customers during the COVID19 Pandemic and to avoid the need for additional city staff.

It is proposed that the delinquent fees be waived until the Order is lifted or until such time as the Board determines to re-instate delinquent fees.

RECOMMENDATION: It is recommended by the Water Department and the Director of Emergency Services that the Board of Public Utilities, by motion, ratify and approve a waiver of delinquent fees during the Order of the Health Officer of the County of Sonoma requiring residents to Shelter in Place.

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

Presenter(s): Kimberly Zunino, Deputy Director Administration.

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Grabill to approve Item 7.1 - RESOLUTION NO. 1219 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES RATIFYING AND APPROVING A WAIVER OF DELINQUENT FEES IN CONNECTION WITH THE COVID-19 EMERGENCY". The motion carried by the following vote:

Yes: 7 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Watts, Board Member Wright and Board Member Mullan

7.2 REPORT - FY 2020/21 WATER AND LOCAL WASTEWATER FUNDS OPERATION, MAINTENANCE AND CAPITAL EXPENDITURE REQUESTS - RECOMMENDATION TO CITY COUNCIL

BACKGROUND: Santa Rosa Water manages the City of Santa Rosa's water and wastewater enterprise funds under the general policy authority and direction of the Board of Public Utilities (BPU) per the City Charter. The BPU annually recommends a proposed fiscal year water and wastewater budget to the City Council to be included in the annual City budget adoption.

The water and wastewater funds are primarily financed by Santa Rosa ratepayer user fees and charges. Water rates approved by the Santa Rosa City Council, which includes a fixed charge increase of 5% and a wholesale water usage rate pass-through increase of approximately 2.3% (for a combined water rate increase of approximately 2.9% or \$1.62 monthly for a typical customer) is considered sufficient to fund the prudent operation of the water system in 2020/21. The authorized 2.5% wastewater usage and 2.5% fixed rate increases (for a combined increase of \$2.24 monthly for a typical customer) are considered sufficient to fund the prudent operation of the wastewater system and Santa Rosa's share of the Regional system and maintain appropriate debt service ratios through 2020/21.

RECOMMENDATION: It is recommended by Santa Rosa Water staff that the Board of Public Utilities, by resolution, recommend that the City Council approve the Fiscal Year 2020/21 Water Fund and Local Wastewater Fund operation, maintenance and capital expenditure appropriation requests.

Attachments: [Staff Report](#)
[Resolution](#)
[Presentation](#)

Presenter(s): Kimberly Zunino, Deputy Director Administration.

A motion was made by Board Member Watts, seconded by Board Member Grabill to approve Item 7.2 - RESOLUTION NO. 1220 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES RECOMMENDING THAT THE SANTA ROSA CITY COUNCIL APPROVE THE PROPOSED FISCAL YEAR 2020/21 SANTA ROSA WATER OPERATING, MAINTENANCE AND CAPITAL IMPROVEMENT BUDGETS FOR THE WATER FUND AND THE LOCAL WASTEWATER FUND". The motion carried by the following

vote:

Yes: 7 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Watts, Board Member Wright and Board Member Mullan

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

Jennifer Burke, Director provided an update on the Llano Rd Trunk line project, acknowledged all of the collaboration involved, and reported that the project was complete. She reported that May is Water Awareness Month and that a proclamation went to the Council on April 28, 2020. She noted that the normal activities that occur in May have been cancelled or offered in a virtual manner. She further reported that staff submitted the comment letter to the draft NPDES Permit and noted the Board would be receiving a copy. The item is scheduled to go to the Regional Board for action in August 2020.

14. ADJOURNMENT OF MEETING

Chair Galvin adjourned the meeting at 2:34 p.m. The next regular scheduled meeting of the Board of Public Utilities will be held on July 2, 2020.