



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

Thursday, May 21, 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 6 - Chair Daniel Galvin III, Vice Chair William Arnone Jr., Board Member Lisa Badenfort, Board Member Mary Watts, Board Member Glen Wright, and Board Member Matt Mullan

Absent 1 - Board Member Christopher Grabill

2. STATEMENTS OF ABSEPTION BY BOARD MEMBERS

Board member Mullan stated that he would be abstaining from the acceptance of the minutes for April 2, 2020 because he was not a member of the Board at that time.

3. STUDY SESSION - NONE.

4. MINUTES APPROVAL

4.1 April 2, 2020 - Regular Meeting Minutes.

Attachments: [April 2, 2020 - Regular Meeting Minutes \(added 5/20/2020\)](#)

The minutes for April 2, 2020 were received and accepted as submitted.

5. STAFF BRIEFINGS

5.1 WATER SUPPLY AND RECYCLED WATER SUPPLY UPDATE

Staff will update the Board on water supply and recycled water supply issues. The Board may discuss this item and give direction to staff.

Attachments: [Presentation \(added 5/19/2020\)](#)

Presenter(s): Peter Martin, Deputy Director Water Resources and Joe Schwall, Deputy Director Regional Water Reuse Operations.

5.2 UPDATE ON THE RELICENSING OF THE POTTER VALLEY PROJECT

Water Department staff have been monitoring the Federal Energy Regulatory Commission (FERC) relicensing process for the Potter Valley Hydroelectric Project (Project). The Project, owned and operated by PG&E, is located along the Eel River and, through operation of the Project, diverts water to Lake Mendocino and the upper reach of the Russian River. In 2019, PG&E filed a notice of their intent to withdraw from the relicensing process amidst the backdrop of their Chapter 11 bankruptcy process. Since then, a planning agreement has been executed between Sonoma Water, Mendocino County Inland Water and Power Commission, Humboldt County, California Trout and the Round Valley Indian Tribe (Planning Agreement Partners) to evaluate the feasibility of relicensing the project. On May 13, 2020, the Planning Agreement Partners submitted the feasibility report by the above planning to FERC. Water Department staff will provide a brief update on this effort and the Board may discuss this item and give direction to staff.

Attachments: [Presentation \(added 5/19/2020\)](#)

Presenter(s): Peter Martin, Deputy Director Water Resources.

6. CONSENT ITEMS

6.1 MOTION - CONTRACT AWARD - FIRE RELATED REPAIRS OF UTILITY STATIONS

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board, by motion, approve the project and award Construction Contract No. C02208 in the amount of \$1,398,000 to the lowest responsive bidder, Pacific Infrastructure Corporation, of Pleasanton, California for Fire-Related Repairs of Utility Stations, approve a 20% contingency, and authorize a total contract amount of \$1,677,600.

Attachments: [Staff Report](#)
[Attachment 1](#)
[Attachment 2](#)
[Attachment 3](#)

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts to approve the project and award Construction Contract No.C02208 in the amount of \$1,398,000 to the lowest responsive bidder, Pacific Infrastructure Corporation, of Pleasanton, California for Fire-Related

Repairs of Utility Stations, approve a 20% contingency, and authorize a total contract amount of \$1,677,600. The motion carried by the following vote:

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

Absent: 1 - Board Member Grabill

6.2 RESOLUTION - CONTRACT APPROVAL - SECOND AMENDMENT TO GENERAL SERVICES AGREEMENT F001673 LANDSCAPE MAINTENANCE SERVICES

RECOMMENDATION: It is recommended by the Finance and Water Departments that the Board, by resolution, approve a one-year extension to General Service Agreement F001673 with New Image Landscape Company, Fremont, CA, to provide landscape maintenance services, as required by the Water Department, with an increase in the contract award of \$350,000, for the total amount not to exceed \$1,050,000.

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. 1221 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES APPROVING THE SECOND AMENDMENT TO GENERAL SERVICES AGREEMENT F001673 WITH NEW IMAGE LANDSCAPING COMPANY". The motion carried by the following vote:

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

Absent: 1 - Board Member Grabill

6.3 MOTION - CONTRACT AWARD - LLANO TRUNK - WEST THIRD ST., BRITAIN TO DARLA AND GLENBROOK SIPHON LINING

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board, by motion, approve the project and award Construction Contract No. C02285 in the amount of \$5,781,255.00 to the lowest responsive

bidder, SAK Construction, LLC, of O'Fallon, Missouri, for Llano Trunk - West Third St., Brittain to Darla and Glenbrook Siphon Lining, approve a 10% contingency, and authorize a total contract amount of \$6,359,380.50.

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts to approve the project and award Construction Contract No. C02285 in the amount of \$5,781,255.00 to the lowest responsive bidder, SAK Construction, LLC, of O'Fallon, Missouri, for Llano Trunk - West Third St., Brittain to Darla and Glenbrook Siphon Lining, approve a 10% contingency, and authorize a total contract amount of \$6,359,380.50. The motion carried by the following vote:

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

Absent: 1 - Board Member Grabill

6.4 MOTION - CONTRACT AWARD - NORTHERLY SLOPE PROTECTION DELTA POND

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board of Public Utilities, by motion, approve the project and award Construction Contract No. C02271 in the amount of \$2,974,452.00 to the lowest responsive bidder, Granite Construction, of Ukiah, California for Northerly Slope Protection Delta Pond, approve a 20% contingency, and authorize a total contract amount of \$3,569,342.40.

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts to approve the project and award Construction Contract No. C02271 in the amount of \$2,974,452.00 to the lowest responsive bidder, Granite Construction, of Ukiah, California for Northerly Slope Protection Delta Pond, approve a 20% contingency, and authorize a total contract amount of \$3,569,342.40. The motion carried by the following vote:

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

Absent: 1 - Board Member Grabill

6.5 RESOLUTION - PROJECT APPROVAL - GEYSERS EXPANSION JOINTS REPLACEMENT PROJECT AND BID AWARD - PURCHASE ORDER FOR FORCE BALANCED EXPANSION JOINTS

RECOMMENDATION: It is recommended by the Finance, Water and Transportation and Public Works Departments that the Board, by resolution, approve the Geysers Expansion Joints Replacement Project and authorize a bid award and issuance of a purchase order for the purchase of five (5) force balanced expansion joints to Hyspan Precision Products, Inc., of Chula Vista, CA, in the total amount not to exceed \$946,419.00.

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts to approve Item 6.5 - RESOLUTION NO. 1222 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES OF THE CITY OF SANTA ROSA APPROVING THE GEYSERS EXPANSION JOINTS REPLACEMENT PROJECT AND A BID AWARD AND ISSUANCE OF A PURCHASE ORDER FOR FIVE (5) FORCE BALANCED EXPANSION JOINTS FOR THE GEYSERS PIPELINE SYSTEM TO HYSpan PRECISION PRODUCTS, INC. OF CHULA VISTA, CA". The motion carried by the following vote:

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

Absent: 1 - Board Member Grabill

6.6 RESOLUTION - CONTRACT AWARD - SOFTWARE LICENSE AGREEMENT F002004 AND SOFTWARE MAINTENANCE AGREEMENT F002004A FOR PIPELINE INSPECTION DATA COLLECTION

RECOMMENDATION: It is recommended by the Finance and Water

Departments that the Board, by resolution, approve award of Software License Agreement F002004 and Software Maintenance Agreement F002004A with ITpipes, LLC, Albuquerque, New Mexico, for a base amount of \$145,000, and an additional authorized budget of \$50,000 for as-needed services to assist with implementation for a total award not to exceed of \$195,000.

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts to approve Item 6.6 - RESOLUTION NO. 1223 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES APPROVING SOFTWARE LICENSE AGREEMENT F002004 AND SOFTWARE MAINTENANCE AGREEMENT F002004A FOR PIPELINE INSPECTION DATA COLLECTION". The motion carried by the following vote:

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

Absent: 1 - Board Member Grabill

6.7 RESOLUTION - FIRST AMENDMENT - GENERAL SERVICES AGREEMENT F001626 - JANITORIAL SERVICES FOR WATER DEPARTMENT

RECOMMENDATION: It is recommended by the Water and Finance Departments that the Board, by resolution, approve the First Amendment to General Service Agreement F001626 to add funds in the amount of \$246,096.04 for janitorial services for the Water Department facilities with James Furuli Investment Company, Inc. dba Environmental Dynamics, Petaluma, California, for a total not to exceed amount of \$578,288.12.

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Watts to approve Item 6.7 - RESOLUTION NO. 1224 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES AUTHORIZING THE APPROVAL OF THE FIRST AMENDMENT TO GENERAL SERVICES AGREEMENT F001626 JAMES FURULI INVESTMENT COMPANY, INC. DBA ENVIRONMENTAL DYNAMICS, PETALUMA, CALIFORNIA". The motion

carried by the following vote:

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

Absent: 1 - Board Member Grabill

7. REPORT ITEMS

7.1 REPORT - RECOMMENDED CHANGES TO THE SEWER CAP AND WATER CAP SETTING PERIOD FOR THE SEWER OR WATER CAP IN EFFECT FROM JULY 1, 2020 THROUGH JUNE 30, 2021

BACKGROUND: Santa Rosa Water determines sewer and water caps for customer billing by the average winter water use during the months of November through March each year (winter billing period). The sewer and water caps go into effect July 1 of each year. The average is obtained to determine indoor water use and the appropriate sewer usage charges for customers. It also determines when customers are charged at the first tier, which represents indoor water use, or second tier for water usage charges.

The Board of Public Utilities is given the authority to modify the cap setting methodology per City Code Chapter 14-04.010 "sewer charges for customers based on metered consumption of water as determined by averaging usage during winter billing periods occurring during the months of November through March and in accordance with policies, rules, or regulations approved by the Board of Public Utilities."

The winter billing period from November 2019 through March 2020 had an extended period of dry weather, in which plant water needs were double the average amount of water needed. This resulted in customers irrigating landscaping, making the November 2019 through March 2020 use unrepresentative of indoor use.

RECOMMENDATION: It is recommended by Santa Rosa Water staff that the Board, by resolution, establish sewer and water caps effective for the period from July 1, 2020 through June 30, 2021, by averaging usage for winter billing periods of November 2019 through March 2020 or the winter billing periods of November 2018 through March 2019, whichever is lower.

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

A motion was made by Board Member Wright, seconded by Board Member Badenfort to approve Item 7.1 - RESOLUTION NO. 1225 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES ESTABLISHING THAT THE SEWER AND WATER CAPS EFFECTIVE FOR THE PERIOD FROM JULY 1, 2020 THROUGH JUNE 30, 2021, BE DETERMINED BY AVERAGING WATER USAGE FOR WINTER BILLING PERIODS OF NOVEMBER 2019 THROUGH MARCH 2020 OR NOVEMBER 2018 THROUGH MARCH 2019, WHICHEVER IS LOWER". The motion carried by the following vote:

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

Absent: 1 - Board Member Grabill

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS

NONE.

9. REFERRALS

NONE.

10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION)

NONE.

11. SUBCOMMITTEE REPORTS

Chair Galvin provided an update on the Contract Review Subcommittee meeting that took place on May 15, 2020.

12. BOARD MEMBER REPORTS

None.

13. DIRECTORS REPORTS

Jennifer Burke, Director provided an update on the essential services and staffing levels through the Shelter in Place. She then gave a brief update on the Budget Study Session that took place at City Council on May 19, 2020 and announced that the first bill inserts for the annual Water Quality report will be going to customers next

week. The Board will receive an update at the next meeting.

14. ADJOURNMENT OF MEETING

Chair Galvin adjourned the meeting at 2:51 p.m. The next regular scheduled meeting of the Board of Public Utilities will be held on July 2, 2020.