



**Board of Public Utilities
Special Meeting Minutes - Final**

Thursday, March 21, 2019

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 4 - Chair Daniel Galvin III, Board Member Lisa Badenfort, Board Member Richard Dowd, and Board Member Christopher Grabill

Absent 3 - Vice Chair William Arnone Jr., Board Member David Bannister, and Board Member Mary Watts

2. STATEMENTS OF ABSENTION BY BOARD MEMBERS

No statements of abstention were made by Board members.

3. STUDY SESSION

3.1 UPDATE ON THE BLUE-RIBBON PANEL AND OVERVIEW OF REPORT

Staff will provide an update on the Phosphorus Blue-Ribbon Panel (BRP) and overview of the BRP report. The BRP identified a set of principles that supports watershed-oriented, cost-effective mitigation measures in response to the City's existing nutrient water quality limits related to Total Phosphorus (TP) discharges from the Laguna Treatment Plant. In addition to identifying principles for phosphorus offsets, the BRP Report documents alternative compliance mechanisms including the North Coast Regional Water Quality Control Board's Water Quality Trading Framework and the joint effort of the Laguna de Santa Rosa Foundation, Russian Riverkeeper and the City of Santa Rosa's Alternative Compliance Program. The Board may discuss this item and give direction to staff.

Attachments: [Attachment 1](#)
[Attachment 2](#)
[Attachment 3](#)
[Presentation \(added 3/21/19\)](#)

Presenter(s): Sean McNeil, Interim Deputy Director Environmental Services.

3.2 ADJOURN STUDY SESSION AND RECONVENE TO THE CITY COUNCIL CHAMBER

The Board adjourned the Study Session at approximately 2:20 p.m. and reconvened in the Council Chamber at approximately 2:30 p.m.

4. MINUTES APPROVAL

4.1 March 7, 2019 - Regular Meeting Minutes.

Attachments: [March 7, 2019 - Regular Meeting Minutes \(added 3/21/19\)](#)

The minutes were accepted as submitted.

5. STAFF BRIEFINGS

5.1 MICROGRID PROJECT UPDATE

The City has been working with Trane, which received a grant from the California Energy Commission (CEC), to construct a microgrid at the Laguna Treatment Plant. The microgrid will provide the City with flexibility to pull power from the main grid when excess energy is available and be able to switch to using power from the microgrid to help balance demand on the main grid. Staff will provide an update on the progress of the Microgrid Demonstration System. The Board may discuss this item and give direction to staff.

Attachments: [Presentation \(added 3/21/19\)](#)

Presenter(s): Tasha Wright, Sustainability Coordinator and Joe Schwall, Interim Deputy Director Subregional Operations.

6. CONSENT ITEMS

6.1 MOTION - CONTRACT AWARD - LAGUNA TREATMENT PLANT PRIMARY INFLUENT PUMP DRIVE REPLACEMENT

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. C02051, Laguna Treatment Plant Primary Influent Pump Drive Replacement in the amount of \$388,000.00 to the lowest responsive bidder, Mike Brown Electric Co., of Cotati, California, for

Laguna Treatment Plant Primary Influent Pump Drive Replacement, approve a 15% contingency, and authorize a total contract amount of \$446,200.00.

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

A motion was made by Board Member Dowd, seconded by Board Member Badenfort to approve the project and award Construction Contract No. C02051, Laguna Treatment Plant Primary Influent Pump Drive Replacement in the amount of \$388,000.00 to the lowest responsive bidder, Mike Brown Electric Co., of Cotati, California, for Laguna Treatment Plant Primary Influent Pump Drive Replacement, approve a 15% contingency, and authorize a total contract amount of \$446,200.00. The motion carried by the following vote:

Yes: 4 - Chair Galvin III, Board Member Badenfort, Board Member Dowd and Board Member Grabill

Absent: 3 - Vice Chair Arnone Jr., Board Member Bannister and Board Member Watts

7. REPORT ITEMS

7.1 REPORT - ADOPTION OF A MITIGATION AND MONITORING PROGRAM AND MITIGATED NEGATIVE DECLARATION AND PROJECT APPROVAL FOR THE NORTH TRUNK SEWER REPLACEMENT - MENDOCINO AVE TO TERRA LINDA DR PROJECT

BACKGROUND: This proposed resolution will adopt the Mitigated Negative Declaration (MND), Mitigation and Monitoring Program (MMP), and approve the North Trunk Sewer Replacement - Mendocino Ave to Terra Linda Dr project. This proposed resolution will also direct City staff to file a Notice of Determination, as required by California Environmental Quality Act (CEQA) Guidelines.

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board of Public Utilities, by resolution, 1) adopt the Mitigated Negative Declaration for the North Trunk Sewer Replacement - Mendocino Ave to Terra Linda Dr project; 2) approve the Project; 3) adopt a Mitigation and Monitoring Program for the project; and 4) direct City staff to file a Notice of Determination.

Attachments: [Staff Report](#)
 [Attachment 1](#)
 [Attachment 2](#)
 [Resolution](#)
 [Presentation \(added 3/21/19\)](#)

Presenter(s): Tracy Duenas, Supervising Engineer and Kristine Gaspar, GHD.

A motion was made by Board Member Dowd, seconded by Board Member Badenfort to approve Item 7.1 - RESOLUTION NO. 1188 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES OF THE CITY OF SANTA ROSA ADOPTING A MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING PROGRAM AND APPROVING THE NORTH TRUNK SEWER REPLACEMENT - MENDOCINO AVE TO TERRA LINDA DR PROJECT". The motion carried by the following vote:

Yes: 4 - Chair Galvin III, Board Member Badenfort, Board Member Dowd and Board Member Grabill

Absent: 3 - Vice Chair Arnone Jr., Board Member Bannister and Board Member Watts

7.2 REPORT - PROFESSIONAL SERVICES AGREEMENT APPROVAL - PROFESSIONAL ENGINEERING SERVICES WITH BLACK AND VEATCH FOR THE 2019 WATER SYSTEM RELIABILITY STUDY

BACKGROUND: In 2018, following the Tubbs Fire, the City hired Black & Veatch (B&V) to investigate and analyze the operation and response of the City's water distribution system in the Fountaingrove Area during the fire. As part of the effort, B&V provided a number of recommendations, including further investigation, to improve the reliability and resilience of the City's water system as it relates to fire protection as outlined in the "Evaluation of the Water System's Response in Fountaingrove to the October 2017 Fire" (2018 B&V Report). A Request for Proposal (RFP) soliciting professional engineering services to further investigate the recommendations was advertised on October 30, 2018 and subsequently B&V was selected as the most qualified consultant. The 2019 Water System Reliability Study will support the additional research, engineering studies, and preparation and prioritization of the 2018 B&V Report recommendations, as well as include additional investigation and analysis of the exiting Proctor Height water reservoirs, which will then become part of the City's Water Master Plan and implemented as appropriate.

RECOMMENDATION: It is recommended by the Water Department that the Board of Public Utilities, by motion, approve a Professional Services Agreement (PSA) with Black and Veatch to provide professional engineering services for the 2019 Water System Reliability Study in the amount not to exceed \$403,890.00.

Attachments: [Staff Report](#)
 [Attachment 1](#)
 [Presentation \(added 3/21/19\)](#)

Presenter(s): Emma Walton, Deputy Director Engineering Resources and Joe Schiavone, Deputy Director Local Operations.

Chair Galvin reported on behalf of the Contract Review Subcommittee and noted that the item was discussed on Monday and received a recommendation for approval by the full Board.

A motion was made by Board Member Grabill, seconded by Board Member Badenfort to approve a Professional Services Agreement (PSA) with Black and Veatch to provide professional engineering services for the 2019 Water System Reliability Study in the amount not to exceed \$403,890.00. The motion carried by the following vote:

Yes: 4 - Chair Galvin III, Board Member Badenfort, Board Member Dowd and Board Member Grabill

Absent: 3 - Vice Chair Arnone Jr., Board Member Bannister and Board Member Watts

8. PUBLIC HEARING

8.1 PUBLIC HEARING - NEW AND INCREASED MISCELLANEOUS FEES AND CHARGES AND CHANGE OF NAME FOR CERTAIN FEES

BACKGROUND: Water Department miscellaneous fees and charges are to reimburse the Water Department for specific services and include charges such as initiating water or sewer service, installing a new meter, charges for late payment of utility bills, deposits for construction meters, charges for wastewater discharge, and time and materials charges for various other services provided by City staff. These charges are collected from the customers who receive the service so as not to spread the costs for specific services to the entire ratepayer base.

Miscellaneous fees and charges were last updated in 2015. A recent analysis of miscellaneous fees by Water Department and Water Billing staff has resulted in recommended increases to some of the current fees, a decrease to one current fee, the addition of some new fees and the removal of some fees. In addition, staff recommends name changes for several existing fees. Water Department staff is requesting adoption of the complete list of miscellaneous fees and charges, including the new and increased fees.

If the Board of Public Utilities adopts these fees on March 21, 2019, the changes to the miscellaneous fees will take effect 60 days after adoption, on May 20, 2019.

RECOMMENDATION: It is recommended by the Budget Subcommittee and the Water Department that the Board, by resolution, adopt new Water Department miscellaneous fees and charges, increase certain miscellaneous fees and charges, remove certain miscellaneous fees and charges and approve name changes for certain miscellaneous fees and charges.

Attachments: [Staff Report](#)
 [Attachment 1](#)
 [Attachment 2](#)
 [Attachment 3](#)
 [Attachment 4](#)
 [Attachment 5](#)
 [Resolution](#)
 [Presentation \(added 3/21/19\)](#)
 [Resolution 1189](#)

Presenter(s): Roberta Atha, Administrative Analyst.

At 3:49 p.m., Chair Galvin opened the public hearing.

At 3:49 p.m., with no members of the public wishing to speak on the item, Chair Galvin closed the public hearing.

A motion was made by Board Member Badenfort, seconded by Board Member Grabill to approve ITEM 8.1 - RESOLUTION NO. 1189 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES OF THE CITY OF SANTA ROSA ADOPTING NEW AND CHANGED MISCELLANEOUS FEES AND CHARGES". The motion carried by the following vote:

Yes: 4 - Chair Galvin III, Board Member Badenfort, Board Member Dowd and Board Member Grabill

Absent: 3 - Vice Chair Arnone Jr., Board Member Bannister and Board Member Watts

9. PUBLIC COMMENTS ON NON-AGENDA MATTERS

NONE.

10. REFERRALS

NONE.

11. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION)

NONE.

12. SUBCOMMITTEE REPORTS

Chair Galvin noted a report out for the Contract Review Subcommittee was provided under item 7.2.

Board Member Dowd reported that the Budget Review Subcommittee has one more meeting scheduled for March 28. The subcommittee also reviewed item 8.1 during their last meeting and recommended support by the full Board.

13. BOARD MEMBER REPORTS

NONE.

14. DIRECTORS REPORTS

Jennifer Burke, Interim Director of Water, provided an update on the Contract Review Subcommittee meeting and three contracts that were presented in support of the negotiation process with Renewable Sonoma. She then provided a brief update on the status of the implementation of the new asset management system, and noted the Biosolids Management Program report would be provided to the Board outlining their efforts during 2018. She also provided a report on the effects of the recent storm event on the sewer system in comparison to other providers in the region and in the State.

15. ADJOURNMENT OF MEETING

Chair Galvin adjourned the meeting at 3:58 p.m. The next regularly scheduled meeting of the Board of Public Utilities will be held on April 18, 2019.

Approved on: April 4, 2019

_____/S/_____

Gina Perez, Recording Secretary