



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

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Thursday, December 19, 2019

1:30 PM

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**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 Richard Dowd, Board Member Christopher Grabill, Board Member David Bannister, and Board Member Mary Watts

**Absent** 1 - Board Member Lisa Badenfort

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

No statements of abstention were made by Board members.

**3. PRESENTATION: 25 YEAR SERVICE AWARD - DICK DOWD**

Presenter: Ernesto Olivares, City Council Member presented Board member Dowd with an award for his 25 years of service on the Board of Public Utilities.

Board member Dowd accepted the award and Board members expressed their appreciation for his service.

Chair Galvin recessed the meeting at 1:45 p.m. for refreshments.

Chair Galvin reconvened the meeting at 2:00 p.m. in the Council Chamber.

**4. MINUTES APPROVAL**

The acceptance of the minutes for October 17, 2019 were deferred to a future meeting.

4.1 October 17, 2019 - Regular Meeting Minutes.

**5. STAFF BRIEFINGS**

5.1 GEYSERS UPDATE

Staff will provide an update on the Kincadee fire damage to CalPine, the effect on our Geysers system, and what we are doing in response. The Board may discuss this item and give direction to staff.

Attachments:    [Presentation \(added 12/18/19\)](#)

Presenter(s): Joe Schwall, Deputy Director Regional Water Reuse Operations.

Public Speaker:

Brenda Adelman, expressed appreciation for Board member Dowd and his tenure on the Board. She also asked the Board to consider a low discharge earlier in the year in lieu of later in the season to help those on the lower river.

## **5.2      WINTER WATER CONSERVATION CAMPAIGN**

The Kincadee fire damaged eight of CalPine's power poles which provide electricity for our Geysers pipeline, causing the Geysers system to be off-line for roughly six weeks and resulting in recycled water storage being approximately 400 million gallons higher than normal for this time of year. The Water Use Efficiency team is launching an indoor water conservation campaign to encourage customers to reduce the amount of sewage going to the Laguna Treatment Plant this winter. Staff will update the Board on the winter water conservation campaign. The Board may discuss this item and give direction to staff.

Attachments:    [Presentation \(added 12/18/19\)](#)

Presenter(s): Claire Nordlie, Sustainability Coordinator.

## **6.      CONSENT ITEMS**

### **6.1      RESOLUTION - REQUEST FOR APPROVAL OF ADDITIONAL CONTRACT CONTINGENCY - DONAHUE, DECKER, BOYCE & PETALUMA HILL SEWER AND WATER MAIN IMPROVEMENTS**

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board of Public Utilities, by motion, approve a 10% increase in contingency from 15% to 25% for the additional contaminated soil disposal, extra costs to resolve utility conflicts, and additional roadway resurfacing for a total

contingency of \$316,169.49, and contract amount of \$1,580,847.46.

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

**A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Dowd to approve a 10% increase in contingency from 15% to 25% for the additional contaminated soil disposal, extra costs to resolve utility conflicts, and additional roadway resurfacing for a total contingency of \$316,169.49, and contract amount of \$1,580,847.46. The motion carried by the following vote:**

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

**Absent:** 1 - Board Member Badenfort

## **7. REPORT ITEMS**

### **7.1       REPORT - PROFESSIONAL SERVICES AGREEMENT WITH EKI ENVIRONMENT & WATER, INC. FOR PREPARATION OF THE 2020 URBAN WATER MANAGEMENT PLAN WATER DEMAND ANALYSIS AND WATER CONSERVATION MEASURES UPDATE**

BACKGROUND: The California Urban Water Management Planning Act requires Urban Water Management Plans to be updated every five years. Each water supplier providing water to more than 3,000 customers or supplying more than 3,000 acre-feet per year must prepare, adopt and submit an Urban Water Management Plan (UWMP) to the California Department of Water Resources. The UWMP describes the adequacy and reliability of all water supplies for existing and future customers and is required to be considered for grant funding and to receive drought assistance from the State.

Nine water utility retail agencies of the Sonoma Marin Saving Water Partnership desire to begin preparation of their 2020 UWMPs by using the services of EKI Environment & Water, Inc. (EKI) for preparation of the 2020 UWMP Demand Analysis and Water Conservation Measures Update. The City of Santa Rosa will be the contracting agent and will enter into a PSA with EKI. A Letter Agreement between the City and the other participating agencies will provide the mechanism for funding the PSA with EKI.

RECOMMENDATION: It is recommended by the Contract Review

Subcommittee and the Water Department that the Board, by motion, (1) award a Professional Service Agreement (PSA) with EKI Environment & Water, Inc. (EKI) for a not to exceed amount of \$249,529 for the 2020 Urban Water Management Plan (UWMP) Water Demand Analysis and Water Conservation Measures Update, (2) authorize the Board Chair to sign the PSA, and (3) authorize the Director of Santa Rosa Water to sign a Letter Agreement for cost split among the Cities of Santa Rosa, Cotati, Petaluma, Rohnert Park, Sonoma, the Town of Windsor, and the Water Districts of Marin Municipal, North Marin, and Valley of the Moon.

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

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

**A motion was made by Board Member Dowd, seconded by Vice Chair Arnone, Jr. to approve (1) award a Professional Service Agreement (PSA) with EKI Environment & Water, Inc. (EKI) for a not to exceed amount of \$249,529 for the 2020 Urban Water Management Plan (UWMP) Water Demand Analysis and Water Conservation Measures Update, (2) authorize the Board Chair to sign the PSA, and (3) authorize the Director of Santa Rosa Water to sign a Letter Agreement for cost split among the Cities of Santa Rosa, Cotati, Petaluma, Rohnert Park, Sonoma, the Town of Windsor, and the Water Districts of Marin Municipal, North Marin, and Valley of the Moon. The motion carried by the following vote:**

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

**Absent:** 1 - Board Member Badenfort

## **7.2      REPORT - PROPRIETARY SPECIFICATION FOR ELECTRICAL AND MECHANICAL EQUIPMENT AT VARIOUS WATER DEPARTMENT FACILITIES**

**BACKGROUND:** There is a need to replace various electrical and mechanical equipment at Water Department facilities located throughout the City of Santa Rosa. Improvements to replace this equipment will be executed under three public works contracts: C01994 - Pump Station 15 Upgrades, C02201 - Skyfarm 'A' and Hansford Court Lift Station Reconstruction, and C02208 - Fire-related Repairs of Utility Stations.

To match the existing equipment at Water Department facilities, it is

necessary to specify proprietary equipment. Approving such a proprietary specification will maintain reliability and uniform compatibility with existing equipment and minimize operational impacts.

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board of Public Utilities, by resolution, approve a proprietary specification for electrical and mechanical equipment at various Water Department facilities for three CIP projects: C01994 - Pump Station 15 Upgrades, C02201 - Skyfarm 'A' and Hansford Court Lift Station Reconstruction, and C02208 - Fire-related Repairs of Utility Stations.

Attachments:    [Staff Report](#)  
                          [Resolution](#)  
                          [Presentation \(added 12/18/19\)](#)

**A motion was made by Board Member Bannister, seconded by Board Member Grabill to approve Item 7.2 - RESOLUTION NO. 1209 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES OF THE CITY OF SANTA ROSA APPROVING PROPRIETARY SPECIFICATION FOR ELECTRICAL AND MECHANICAL EQUIPMENT AT VARIOUS WATER DEPARTMENT FACILITIES". The motion carried by the following vote:**

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

**Absent:** 1 - Board Member Badenfort

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

Pat Mitchell, spoke about the proposed compost facility and expressed concerns about the location.

## **9. REFERRALS**

NONE.

## **10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION)**

- 10.1**        MONTHLY RATE REVENUE, WATER USAGE AND CIP BID AWARD REPORT - OCTOBER 2019 - Provided for information.

Attachments:    [Memorandum](#)

The Board received and filed the written communication as submitted.

## **11. SUBCOMMITTEE REPORTS**

NONE.

## **12. BOARD MEMBER REPORTS**

Board member Dowd reported that he submitted an application to fill the vacant City Council seat.

Vice Chair Arnone reported that he attended the Mayor's lunch for Chair Galvin and received information from the Mayor on the activities of the Council as well as other Board Chairs.

## **13. DIRECTORS REPORTS**

Jennifer Burke, Director reported on the training achievements of the Safety and Training team; provided an update on the status of Hazard Mitigation Projects and noted that the Water Dept will be receiving \$3.4 million for generator improvements; in addition, she reported that the High Strength Waste facility had surpassed \$2 million in billed revenue; and finally, she expressed appreciation to Terry Schimmel, Utilities Mechanical Superintendent for 29 years of service to the dept and noted he was retiring on December 27, 2019.

## **14. ADJOURNMENT OF MEETING**

Chair Galvin adjourned the meeting at 3:09 p.m. The next regular scheduled meeting of the Board of Public Utilities will be held on February 6, 2020.

**Approved on: February 6, 2020**

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**Gina Perez, Recording Secretary**