



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

Thursday, April 2, 2020

1:30 PM

1:30 PM (Virtual Meeting)

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 David Bannister, Board Member Mary Watts, and Board Member Glen Wright

2. STATEMENTS OF ABSEPTION BY BOARD MEMBERS

No statements of abstention were made by Board members.

3. STUDY SESSION

3.1 PRELIMINARY FY 2020/21 REGIONAL SYSTEM OPERATING AND MAINTENANCE, CAPITAL IMPROVEMENT PROGRAM, AND DEBT SERVICE BUDGET AND ALLOCATION OF COSTS

The Regional System, managed by the City of Santa Rosa per the Agreement, is a state-of-the-art wastewater treatment facility serving five-member agencies (Santa Rosa, Rohnert Park, Sebastopol, Cotati, and the Sonoma County South Park Sanitation District, each hereinafter referred to as "User Agency" or collectively as "User Agencies"). The Regional Operations and Maintenance (O&M) Fund budget request is \$31,075,462 the Regional cash-funded Capital Improvement Program (CIP) is \$7,000,000 and the Regional debt service due is \$22,514,346.

The operating Agreement requires that the City annually prepare a Preliminary Budget and Allocation of Costs for the Regional System and notify the User Agencies of these costs by May of each year. The Agreement further requires that the proposed budget and allocation of costs be reviewed by the Regional Technical Advisory Committee (TAC), the Board of Public Utilities (BPU) and the Council of the City of

Santa Rosa prior to noticing the partners of operating and debt service costs due. The Council will be asked to consider the preliminary budget for the purpose of notifying the User Agencies on April 28, 2020 and will review the proposed budget with the city-wide budget process in May and June 2020. The Board may discuss this item and give direction to staff.

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

Presenter: Kimberly Zunino, Deputy Director - Administration

4. MINUTES APPROVAL

4.1 February 20, 2020 - Regular Meeting Minutes.

Attachments: [February 20, 2020 - Regular Meeting Minutes \(added 4/15/20\)](#)

The approval of the minutes for February 20, 2020 was deferred to the next Board meeting.

5. STAFF BRIEFINGS - NONE.

6. CONSENT ITEMS

6.1 MOTION - CONTRACT AWARD - R7 ROAD ACCESS STABILIZATION REPAIRS

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. C01801 in the amount of \$1,508,289.00 to the lowest responsive bidder, Ghilotti Construction Company, Inc., of Santa Rosa, California, for R7 Road Access Stabilization Repairs, approve a 15% contingency, and authorize a total contract amount of \$1,734,532.35.

Attachments: [Staff Report](#)
 [Attachment 1](#)
 [Attachment 2](#)
 [Attachment 3](#)
 [Attachment 4](#)
 [Attachment 5](#)

A motion was made by Vice Chair Arnone, Jr., seconded by Board member Bannister to award Construction Contract No. C01801 in the amount of \$1,508,289.00 to the lowest responsive bidder, Ghilotti Construction Company, Inc., of Santa Rosa, California, for R7 Road Access Stabilization

Repairs, approve a 15% contingency, and authorize a total contract amount of \$1,734,532.35. The motion carried by the following vote:

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

6.2 MOTION - CONTRACT AWARD - PUMP STATION 15 UPGRADES

RECOMMENDATION: It is recommended by the Water and Transportation and Public Works Departments that the Board, by motion, approve the project and award Construction Contract No. C01994 in the amount of \$760,469.29, to the lowest responsive bidder, Bartley Pump PM LLC, of Santa Rosa, California, for Pump Station 15 Upgrades, approve a 20% contingency, and authorize a total contract amount of \$912,563.15.

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board member Bannister to approve the project and award Construction Contract No. C01994 in the amount of \$760,469.29, to the lowest responsive bidder, Bartley Pump PM LLC, of Santa Rosa, California, for Pump Station 15 Upgrades, approve a 20% contingency, and authorize a total contract amount of \$912,563.15. The motion carried by the following vote:

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

6.3 RESOLUTION - CONTRACT APPROVAL - FIRST AMENDMENT TO GENERAL SERVICES AGREEMENT F001709 PONCIA FERTILIZER, INC.

RECOMMENDATION: It is recommended by the Water and Finance Departments that the Board, by resolution, approve the First Amendment to General Service Agreement F001709 for a one-year extension with an increase in compensation for biosolids spreading services with Poncia Fertilizer, Inc., Cotati, California, in the amount of \$46,672, for a cumulative total not to exceed \$134,732.

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board member Bannister to approve Item 6.3 - RESOLUTION NO. 1213 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES AUTHORIZING APPROVAL OF THE FIRST AMENDMENT TO GENERAL SERVICES AGREEMENT F001709 FOR BIOSOLIDS LAND APPLICATION SERVICES WITH PONCIA FERTILIZER 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 Bannister, Board Member Watts and Board Member Wright

6.4 RESOLUTION - AWARD OF BLANKET PURCHASE ORDER FOR THE SUPPLY AND DELIVERY OF CLARIFLOC WE-1452 DEWATERING POLYMER FOR LAGUNA TREATMENT PLANT

RECOMMENDATION: It is recommended by the Water and Finance Departments that the Board of Public Utilities, by resolution, authorize the Chair to approve issuance of a one-year blanket purchase order, with four (4) one-year extension options, for the supply and delivery of Clarifloc WE-1452 dewatering polymer for the Laguna Treatment Plant to SNF Polydyne, Inc., Riceboro, Georgia, in the total amount not to exceed \$260,000.

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board member Bannister to approve Item 6.4 - RESOLUTION NO. 1214 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES AUTHORIZING APPROVAL OF A ONE-YEAR BLANKET PURCHASE ORDER, WITH FOUR (4) ONE-YEAR EXTENSION OPTIONS, FOR SUPPLY AND DELIVERY OF CLARIFLOC WE-1452 DEWATERING POLYMER TO SNF POLYDYNE, 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 Bannister, Board Member Watts and Board Member Wright

6.5 MOTION - APPROVAL - LEGAL SERVICES AGREEMENT WITH JARVIS FAY & GIBSON

RECOMMENDATION: It is recommended by the City Attorney's Office

and the Water Department that the Board, by motion, approve a Professional Service Agreement (PSA) for legal services with the law firm of Jarvis Fay & Gibson, Oakland (Jarvis Fay), to provide specialized legal services to assist with the defense of a legal challenge to the City's water rates, in amount not to exceed one hundred fifty thousand dollars (\$150,000).

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

A motion was made by Vice Chair Arnone, Jr., seconded by Board member Bannister to approve a Professional Service Agreement (PSA) for legal services with the law firm of Jarvis Fay & Gibson, Oakland (Jarvis Fay), to provide specialized legal services to assist with the defense of a legal challenge to the City's water rates, in amount not to exceed one hundred fifty thousand dollars (\$150,000). The motion carried by the following vote:

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

**6.6 MOTION - CONTRACT AMENDMENT - AGREEMENT FOR
ACCEPTANCE OF BIOSOLIDS AND LAND APPLICATION NO.
F001429 WITH GILARDI & JACOBSEN AG SERVICES, INC.**

RECOMMENDATION: It is recommended by the Water Department that the Board, by motion, approve a one-year amendment to Agreement No. F001429: Agreement for Acceptance of Biosolids and Land Application with Gilardi & Jacobsen Ag Services, Inc., and an associated increase of total compensation of \$47,951.00, for a total contract amount not to exceed amount of \$180,537.00.

Attachments: [Staff Report](#)
 [Attachment 1](#)
 [Attachment 2](#)
 [Attachment 3](#)
 [Attachment 4](#)

A motion was made by Vice Chair Arnone, Jr., seconded by Board member Bannister to approve a one-year amendment to Agreement No. F001429: Agreement for Acceptance of Biosolids and Land Application with Gilardi & Jacobsen Ag Services, Inc., and an associated increase of total compensation of \$47,951.00, for a total contract amount not to exceed amount of \$180,537.00. The motion carried by the following vote:

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

7. REPORT ITEMS - NONE.

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 emergency repair on the Sonoma County Water Agency's Russian River/Cotati aqueduct line and noted that the project was successfully completed on March 29. She then provided the Board with an update on the response to the Shelter in Place and staffing levels for the essential services of the department.

Vice Chair Arnone expressed appreciation for the quality of the agenda packet under the challenging circumstances that allowed the Board to take the necessary actions during today's meeting.

Board member Grabill asked that staff return at a future meeting date with information about how we can further assist our customers with issues with their bills.

Board member Bannister asked for and received clarification on if

water usage and recycled water storage has increased.

14. ADJOURNMENT OF MEETING

Chair Galvin adjourned the meeting at 2:08 p.m. The next regular scheduled meeting of the Board of Public Utilities will be held on May 21, 2020.

Approved on: May 21, 2020

_____/S/_____

Gina Perez, Recording Secretary