



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

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Thursday, December 3, 2020

1:30 PM

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**1. CALL TO ORDER AND ROLL CALL**

Vice Chair Arnone called the meeting to order at approximately 1:30 p.m.

**Present** 5 - Vice Chair William Arnone Jr., Board Member Lisa Badenfort, Board Member Mary Watts, Board Member Glen Wright, and Board Member Matt Mullan

**Absent** 2 - Chair Daniel Galvin III, and Board Member Christopher Grabill

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

There were no Statements of Abstention by Board Members.

**3. STUDY SESSION - NONE.**

**4. MINUTES APPROVAL**

The minutes for November 19, 2020 were received and accepted as submitted.

4.1 November 19, 2020 - Regular Meeting Minutes

**Attachments:** [November 19, 2020 - Regular Meeting Minutes](#)

**5. STAFF BRIEFINGS - NONE.**

**6. CONSENT ITEMS**

6.1 RESOLUTION - BILLING ADJUSTMENT POLICY FOR WATER USED FOR FIRE PROTECTION DURING THE SEPTEMBER 2020 GLASS FIRE

RECOMMENDATION: It is recommended by the Finance and Water Departments that the Board of Public Utilities, by resolution, adopt a policy for adjusting customers' usage charges for water or recycled used to protect properties during the September 2020 Glass Fire and adjust any associated sewer usage charges.

**Attachments:** [Staff Report](#)  
[Attachment 1 BPU Resolution 01233](#)  
[Attachment 2 Draft Billing Adjustment Policy](#)  
[Resolution No. 01243](#)

**A motion was made by Board Member Mullan, seconded by Board Member**

**Badenfort, to approve Item 6.1 - RESOLUTION NO. 1243 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES ADOPTING THE BILLING ADJUSTMENTS FOR FIRE PROTECTION WATER USE DURING THE SEPTEMBER 2020 GLASS FIRE POLICY." The motion carried by the following vote:**

**Yes:** 5 - Vice Chair Arnone Jr., Board Member Badenfort, Board Member Watts, Board Member Wright and Board Member Mullan

**Absent:** 2 - Chair Galvin III and Board Member Grabill

## **7. REPORT ITEMS**

- 7.1** REPORT - SOLE SOURCE CONTRACT SPECIFICATION FOR TESCO PROGRAMMABLE LOGIC CONTROLLERS AND SCHNEIDER ELECTRIC RADIO TELEMETRY SYSTEM FOR CONTROLLER AND RADIO UPGRADES AT WATER PUMP STATIONS AND SEWER LIFT STATIONS, CONTRACT NO. C02052

BACKGROUND: The City of Santa Rosa (City) Water and Wastewater (Local) Operation Division supervisory control and data acquisition (SCADA) and radio telemetry system provides means for remote monitoring, collection and storage of operational data, and control of its water pump stations and sewer lift stations. In August of 2019, a predesign report by Kennedy Jenks identified both the existing SCADA and existing radio telemetry system as being vulnerable to obsolescence. The system is comprised of existing solid-state equipment manufactured in the 1980's and 1990's, and integrated hardware and software from different manufacturers. Non-uniform hardware and software has resulted in an increased frequency of communications errors between various facilities.

Local Operations has standardized its SCADA system with Tesco Controls, Inc. (Tesco) programmable logic controller (PLC) equipment and technology to provide remote management of various processes involved with water and wastewater operations. To support the system, the Water Department is staffed with factory trained instrumentation technicians that control, maintain, monitor and respond to system failure. Local Operations is also proposing to standardize its radio telemetry system with Schneider Electric equipment and technology in an effort to match the Water Reuse Division. The existing telemetry system is subject to obsolete equipment and discontinued manufacturer technical support. Upgraded radios will minimize operational impacts, provide higher data rates, reduce interference, and provide more efficient use of the overly dense existing wireless spectrum. It is for these reasons that Local Operations requires Tesco series PLC equipment and Schneider Electric radio telemetry equipment for the Controller and Radio Upgrades at Water Pump Stations and Sewer Lift Stations (Project). Approving such a proprietary specification will maintain reliability and uniform compatibility with existing equipment and minimize operational impacts to the

division.

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board of Public Utilities, by resolution, approve the sole source contract specifications for Tesco Controls, Inc. programmable logic controllers and Schneider Electric radio telemetry system for the Controller and Radio Upgrades at Water Pump Stations and Sewer Lift Stations, Contract No. C02052.

**Attachments:**    [Staff Report](#)  
                          [Attachment 1 Site Map](#)  
                          [Resolution No. 01244](#)  
                          [Presentation](#)

Presenter: Tracy Duenas, Supervising Engineer - TPW

Supervising Engineer Duenas informed the Board the Resolution incorrectly identified the number of Local Operations sites as 22 when it should be 19.

**A motion was made by Board Member Wright, seconded by Board Member Mullan, to approve, as amended, Item 7.1 - RESOLUTION NO. 1244 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES APPROVING THE SOLE SOURCE SPECIFICATION FOR TESCO PROGRAMMABLE LOGIC CONTROLLERS AND SCHNEIDER ELECTRIC RADIO TELEMTRY SYSTEM FOR CONTROLLER AND RADIO UPGRADES AT WATER PUMP STATIONS AND SEWER LIFT STATIONS, CONTRACT NO. C02052." The motion carried by the following vote:**

**Yes:** 5 - Vice Chair Arnone Jr., Board Member Badenfort, Board Member Watts, Board Member Wright and Board Member Mullan

**Absent:** 2 - Chair Galvin III and 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 - NONE.**

**12. BOARD MEMBER REPORTS - NONE.**

**13. DIRECTORS REPORTS**

Jennifer Burke, Director, updated the Board on the AMI (Automated Meter Infrastructure) project which should be completed by

mid-Spring 2021. Of the 53,500 meters owned by the City, only 672 still need to be replaced or upgraded to AMI.

#### **14. ANNOUNCEMENT OF CLOSED SESSION ITEM(S) AND ADJOURNMENT TO CLOSED SESSION**

At 2:13 p.m., Legal Counsel Maddow announced the Closed Session item.

**14.1** CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
(Paragraph (1) of subdivision (d) of Government Code Section 54956.9)

Name of case: Bush v. Brown Farms, et al.

Meeting went into Recess

Meeting Reconvened

#### **15. ADJOURN TO OPEN SESSION AND ANNOUNCEMENT OF CLOSED SESSION ACTION, IF ANY**

At 2:20 p.m., Legal Counsel Maddow stated there were no reportable items from the Closed Session.

#### **16. ADJOURNMENT OF MEETING**

Vice Chair Arnone adjourned the meeting at 2:21 p.m. The next regular meeting of the Board of Public Utilities is scheduled for December 17, 2020.

**Approved on: December 17, 2020**

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**Roberta Atha, Recording Secretary**