



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

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Thursday, February 4, 2021

1:30 PM

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

Chair Galvin called the meeting 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 Christopher Grabill,  
Board Member Mary Watts, Board Member Glen Wright

Absent 1 - Board Member Matt Mullan

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

There were no Statements of Abstention from Board Members.

**3. PRESENTATION FOR OUTGOING BOARD MEMBER**

Chair Galvin pulled this item from the agenda.

**4. BOARD REORGANIZATION, SEATING OF NEW MEMBERS AND  
ANNOUNCEMENT OF CHAIR**

**4.1 ADMINISTRATION OF OATH OF OFFICE FOR NEWLY APPOINTED  
MEMBERS AND REAPPOINTED MEMBERS**

Secretary Atha administered the Oath of Office to newly  
appointed Board Member, Mark Walsh, and reappointed Board  
Members, Lisa Badenfort and Glen Wright.

**5. STUDY SESSION**

**5.1 ASSET MANAGEMENT OVERVIEW**

This presentation will provide an overview of asset management principles and  
how they are applied in developing Santa Rosa Water's capital improvement  
program. The Board may discuss this item and give direction to staff.

**Attachments:**    [Presentation \(added 2/3/2021\)](#)

Presenters: Andrew Allen, Supervising Engineer and Jason  
Roberts, Associate Civil Engineer

**5.2** 2021 WATER AND WASTEWATER COST OF SERVICE STUDY PROPOSED  
FY21/22 THROUGH FY24/25 RATE SCHEDULE, AND PROPOSED UPDATE TO  
WATER SHORTAGE CHARGES

It is recommended by Santa Rosa Water that the Board of Public Utilities hold a Study Session to receive information, ask questions, discuss and provide feedback to staff regarding the 2021 Water and Wastewater Cost of Service Study, proposed FY 21/22 through FY 24/25 Rate Schedule, and proposed Water Shortage Charges.

**Attachments:** [Staff Report](#)  
[Attachment 1\\_Rate Update Study](#)  
[Presentation \(added 2/1/2021\)](#)

Presenters: Kimberly Zunino, Deputy Director - Administration, Bob Reed, The Reed Group, Inc. and Mark Hildebrand, Hildebrand Consulting

Board Members asked clarifying questions regarding CIP funding in future years, CIP industry benchmarks and the timeline for imposing Excess Use Penalties (EUP's). They also requested staff provide clear information to customers on potential allocations, incentives and enforcement of the Water Shortage Charges and EUP's.

**6. MINUTES APPROVAL**

**6.1** January 21, 2021 - Regular Meeting Minutes.

**Attachments:** [January 21, 2021 - Regular Meeting Minutes](#)

The minutes for January 21, 2021 were received and accepted as submitted.

**7. STAFF BRIEFINGS**

**7.1** WATER AND RECYCLED WATER SUPPLY UPDATE

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

**Attachments:** [Presentation \(added 2/3/2021\)](#)

Presenters: Peter Martin, Deputy Director - Water Resources and Emma Walton, Deputy Director - Water Reuse Operations

**8. CONSENT ITEMS**

**8.1 MOTION - PROJECT WORK ORDER APPROVAL - PROFESSIONAL ENGINEERING DESIGN SERVICES FOR SEISMIC UPGRADES AND IMPROVEMENTS PHASE 5 - R9A, R16, AND R17 AND VFD AND FIRE PUMP ADDITIONS AT S16 AND S17**

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board of Public Utilities, by motion, approve Project Work Order (PWO) No. A010135-2016-17 under the Master Professional Services Agreement with Brelje and Race Consulting Engineers, of Santa Rosa, California, to provide Professional Engineering Design Services for the Seismic Upgrades and Improvements Phase 5 - Reservoirs (R) 9A, 16, and 17 and variable frequency drive (VFD) and Fire Pump additions at water pump stations (S) 16 and 17 project in the amount not to exceed \$1,035,400.00.

**Attachments:**     [Staff Report](#)  
                              [Attachment 1 Project Work Order](#)  
                              [Attachment 2 Technical Memo](#)

**A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Grabill, to approve the Project Work Order (PWO) No. A010135-2016-17 under the Master Professional Services Agreement with Brelje and Race Consulting Engineers, of Santa Rosa, California, to provide Professional Engineering Design Services for the Seismic Upgrades and Improvements Phase 5 - Reservoirs (R) 9A, 16, and 17 and variable frequency drive (VFD) and Fire Pump additions at water pump stations (S) 16 and 17 project in the amount not to exceed \$1,035,400.00. The motion carried by the following vote:**

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

**8.2 MOTION - PROFESSIONAL SERVICES AGREEMENT AMENDMENT APPROVAL - PROFESSIONAL ENGINEERING SERVICES WITH BLACK AND VEATCH FOR THE 2019 WATER SYSTEM RELIABILITY STUDY**

RECOMMENDATION: It is recommended by the Water Department that the Board of Public Utilities, by motion, approve an amendment to the Professional Services Agreement (PSA) with Black and Veatch Corporation to provide additional professional services for the 2019 Water System Reliability Study, including evaluation of A Place to Play Emergency Well Alternatives and Ongoing Modeling Services with a total contract amount not to exceed \$606,834.

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

**A motion was made by Vice Chair Arnone, Jr., seconded by Board Member**

**Grabill, to approve an amendment to the Professional Services Agreement (PSA) with Black and Veatch Corporation to provide additional professional services for the 2019 Water System Reliability Study, including evaluation of A Place to Play Emergency Well Alternatives and Ongoing Modeling Services with a total contract amount not to exceed \$606,834. The motion carried by the following vote:**

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

**9. REPORT ITEMS - NONE.**

**10. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE.**

**11. REFERRALS - NONE.**

**12. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION) - NONE.**

**13. SUBCOMMITTEE REPORTS**

Board Member Watts reported the Water Conservation Subcommittee met on January 25, 2021. Staff provided information on the Water Shortage Contingency Plan and an update on activities related to the Dry Water Year campaign and various water-use efficiency programs.

**14. BOARD MEMBER REPORTS**

Chair Galvin announced formation of a Recycled Water Ad Hoc committee with the members including himself and Board Member Badenfort.

**15. DIRECTORS REPORTS - NONE.**

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

At 4:09 p.m., Legal Counsel Maddow announced the Closed Session items.

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

Name of Case: Fountaingrove II Open Space Maintenance Association v. City of

Santa Rosa, Sonoma County Superior Court Case No.SCV-266455

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

Name of Case: In the Matter of the City of Santa Rosa's Petition for Review of Action and Failure to Act by the California Regional Water Quality Control Board, North Coast Region, in Adopting Resolution No. R1-2018-0025 California State Water Resources Control Board Water Quality Petition No. A-2605.

**16.3** CONFERENCE WITH REAL PROPERTY NEGOTIATOR  
(Government Code Section 54956.8)

Property: 25301 Ramal Road & Skaggs Island Rd, Sonoma, CA APN  
128-491-005, 006 & 007, 128-491-016

Agency Negotiator: Jill Scott, Real Property Negotiator

Negotiating Parties: Victor Leveroni Corporation and Joseph Leveroni, Patricia Stornetta, the Elizabeth Ann Leveroni Trust & the Louise Leveroni Trust

Under Negotiations: Price and terms of payment.

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

At 4:51 p.m., Legal Counsel Maddow stated there were no reportable items from the Closed Session.

**18. ADJOURNMENT OF MEETING**

Chair Galvin adjourned the meeting at 4:52 p.m. The next regular meeting of the Board of Public Utilities is scheduled for February 4, 2021.

**Approved on: February 18, 2021**

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**Roberta Atha, Recording Secretary**