



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

Thursday, October 2, 2025

1:30 PM

1. CALL TO ORDER AND ROLL CALL

Chair Galvin called the meeting to order at 1:30 p.m.

Present 5 - Chair Daniel Galvin III, Board Member Robin Bartholow, Board Member Duane De Witt, Board Member J. Matthew Mullan, and Board Member Glen Wright

Absent 2 - Vice Chair William Arnone Jr., and Board Member Lisa Badenfort

2. REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)

None.

3. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

None.

4. STUDY SESSION

None.

5. MINUTES APPROVAL

5.1 September 18, 2025 - Regular Meeting Minutes - Draft

The September 18, 2025 Regular Meeting Minutes were approved as submitted.

6. STAFF BRIEFINGS

6.1 LAGUNA TREATMENT PLANT TRUCKED WASTE PROGRAM UPDATE

Staff will provide an update on the Laguna Treatment Plant's Trucked Waste Program. This program has continued to grow and evolve to better support our community and increase monitoring to help prevent any impacts to the treatment plant processes. The Board may discuss this item and give direction to staff.

Sean McNeil, Deputy Director - Environmental Services, presented and answered Board Member questions.

6.2 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.

Peter Martin, Deputy Director - Water Resources, and Andrew Romero, Wastewater Reclamation Superintendent, presented and answered Board Member questions.

7. CONSENT ITEMS

A motion was made by Board Member Wright, seconded by Board Member Mullan, to approve Consent Item 7.1.

The motion carried by the following vote:

Yes: 5 - Chair Galvin III, Board Member Bartholow, Board Member De Witt, Board Member Mullan and Board Member Wright

Absent: 2 - Vice Chair Arnone Jr. and Board Member Badenfort

7.1 MOTION - CONTRACT AWARD - WATER PUMP STATION 9 ELECTRICAL UPGRADES, CONTRACT NO. C02438

RECOMMENDATION: It is recommended by Santa Rosa Water and the Transportation and Public Works Department that the Board of Public Utilities, by motion, award Construction Contract No. C02438 in the amount of \$2,144,600.00 to the lowest responsive bidder, CWS Construction Group, Inc. of Novato, CA, for Water Pump Station 9 Electrical Upgrades, approve the project, approve a 15% contingency, and authorize a total contract amount of \$2,466,290.00.

This Consent - Motion was approved.

8. REPORT ITEMS

None.

9. PUBLIC COMMENTS ON NON-AGENDA MATTERS

None.

10. REFERRALS

None.

11. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION)

None.

12. SUBCOMMITTEE REPORTS

None.

13. BOARD MEMBER REPORTS

None.

14. DIRECTORS REPORTS

Director Burke reported and answered Board Member questions: As part of our ongoing fiduciary responsibility in relation to the operations of our systems, and with direction from the City Manager to look for ways to improve or reduce cost, an opportunity has been identified and beginning January 6, 2025, customers will begin paying to process credit card payments. There will still be fee free election option to pay which will be a direct debit from a bank account. This fee will allow Santa Rosa Water to recover the credit card processing fees that we are currently charged for and pay for on behalf of our customers. This will allow us to recover between \$600,000 to \$700,000 annually. The transaction fee will be a 2.59% fee, with a minimum of \$1.95. There is a communications plan in place including information and instructions on our website, in our bill inserts, through e-bill messages, and postcard mailers to all customers.

Thank you to the Board for their support in adopting a resolution for Deputy Director Peter Martin's application for the ACWA Region I Board. Deputy Director Martin was elected to the Region I board for the 2026/2027 term.

Assistant City Manager Jason Nutt expressed his gratitude to Santa Rosa Water for the presentations and tour given to the Army Corps of Engineers representatives and to Congressman Huffman and his team.

Last week we had out a contingent from the Army Corps of Engineers, as well as Congressman Huffman and his staff, to the Llano Trunk Lining Phase I project. This project has a Water Resources Development Act authorization from Congressman Thompson, and Congressman Huffman has put forth bills to get us an appropriation for fiscal year 2026. The appropriation Congressman Huffman has put forward is for almost \$2.3 dollars.

15. ADJOURNMENT OF MEETING

Chair Galvin adjourned the meeting 2:26 p.m. The next Board of Public Utilities meeting is scheduled for October 16, 2025 at 1:30 p.m.