



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

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Thursday, April 4, 2024

1:30 PM

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

**Present** 4 - Chair Daniel Galvin III, Vice Chair William Arnone Jr., Board Member Robin Bartholow, and Board Member Christopher Grabill

**Absent** 3 - Board Member Lisa Badenfort, Board Member Yvonne Sierra, and Board Member Glen Wright

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

None.

**3. STUDY SESSION**

None.

**4. MINUTES APPROVAL**

**4.1** March 21, 2024 - Regular Meeting Minutes - DRAFT

The March 21, 2024 regular meeting minutes were approved as submitted.

**5. STAFF BRIEFINGS**

**5.1** 2024 EARTH DAY EVENT IN COURTHOUSE SQUARE

Staff will provide information on Santa Rosa's annual Earth Day event taking place at the Courthouse Square on Saturday, April 20, from 12pm-4pm. The Board may discuss this item and give direction to staff.

Alicia Quilici, Research and Program Coordinator, presented.

**5.2** 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 Mike Prinz, Deputy Director - Regional Water Reuse Operations, presented and answered Board Member questions.

## 6. CONSENT ITEMS

None.

## 7. REPORT ITEMS

### 7.1 REPORT - CHANGE IN SCOPE CHANGE ORDER AND CONTINGENCY INCREASE FOR LAGUNA TREATMENT PLANT CHILLERS AND CLIMATE CONTROL UPGRADES AT ADMINISTRATION AND ANNEX BUILDING, CONTRACT NO. C02105

BACKGROUND: This motion will approve a change in scope change order, pursuant to Council Policy No. 100-07, Authorization of Contract Change Orders on Public Works Contracts, to perform additional programmable logic controller (PLC) upgrades and an increase of \$90,000 in the contingency amount for the Laguna Treatment Plant Chillers and Climate Control Upgrades at Administration and Annex Building Project, Contract No. C02105 (Project). The proposed change in scope change order is for PLC upgrades to the laboratory facility within the Administration Building, located outside the physical working limits and beyond the work scope of Contract No. C02105 with a cost proposal of \$51,992.62. The additional \$38,007.38 will provide means to perform additional minor repairs of ancillary HVAC piping (valued at \$11,890.13) and replenish the contingency balance in the amount of \$26,117.25 should additional unforeseeable work be required to complete the Project.

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and Santa Rosa Water that the Board of Public Utilities, by motion, approve a change in scope change order, pursuant to Council Policy No. 100-07, and a contingency increase of \$90,000 for Construction Contract No. C02105 Laguna Treatment Plant Chillers and Climate Control Upgrades at Administration and Annex Building, for a total contract amount of \$1,268,841.60.

Tracy Duenas, Supervising Engineer, presented and answered Board Member questions.

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

**Bartholow, to approve change in scope change order, pursuant to Council Policy No. 100-07, and a contingency increase of \$90,000 for Construction Contract No. C02105 Laguna Treatment Plant Chillers and Climate Control Upgrades at Administration and Annex Building, for a total contract amount of \$1,268,841.60.**

**The motion carried by the following vote:**

**Yes:** 4 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Bartholow and Board Member Grabill

**Absent:** 3 - Board Member Badenfort, Board Member Sierra and Board Member Wright

**7.2 REPORT - APPROVAL OF PROFESSIONAL SERVICES AGREEMENT  
- ENGINEERING DESIGN - LAGUNA TREATMENT PLANT  
ELECTRICAL INFRASTRUCTURE IMPROVEMENTS PROJECT**

**BACKGROUND:** This motion will approve a Professional Services Agreement (PSA) with Hazen and Sawyer to provide engineering design for the Laguna Treatment Plant Electrical Infrastructure Improvements Project, for a total authorized amount of \$2,552,847.

**RECOMMENDATION:** It is recommended by the Contract Review Subcommittee of the Board, the Transportation and Public Works Department and Santa Rosa Water that the Board of Public Utilities (Board), by motion, approve a Professional Services Agreement with Hazen and Sawyer to provide engineering design for the Laguna Treatment Plant Electrical Infrastructure Improvements Project, for a total authorized amount of \$2,552,847.

Greg Dwyer, Associate Civil Engineer, presented and answered Board Member questions.

**A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Grabill, to approve a Professional Services Agreement with Hazen and Sawyer to provide engineering design for the Laguna Treatment Plant Electrical Infrastructure Improvements Project, for a total authorized amount of \$2,552,847.**

**The motion carried by the following vote:**

**Yes:** 4 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Bartholow and Board Member Grabill

**Absent:** 3 - Board Member Badenfort, Board Member Sierra and Board Member Wright

**7.3** REPORT - FY 2024/25 WATER, LOCAL WASTEWATER, REGIONAL REUSE AND STORM WATER AND CREEKS OPERATING AND MAINTENANCE, CAPITAL IMPROVEMENT, AND DEBT SERVICE BUDGET AND ALLOCATION OF COSTS - RECOMMENDATION TO CITY COUNCIL

**BACKGROUND:** Santa Rosa Water manages the City of Santa Rosa's Water, Wastewater, Regional Reuse and Storm Water and Creeks enterprise funds under the general policy authority and direction of the Board of Public Utilities (BPU) per the City Charter. The BPU annually recommends proposed fiscal year water, wastewater, regional reuse and Storm Water and Creeks budgets to the City Council to be included in the annual City budget adoption.

**RECOMMENDATION:** It is recommended by Santa Rosa Water, the SubRegional Technical Advisory Committee, and the Board of Public Utilities Budget Subcommittee that the Board of Public Utilities, by resolution, recommend that the City Council approve the 2024/25 Water, Local Wastewater, Regional Reuse and Storm Water and Creeks Operating and Maintenance, Capital Improvement, and Debt Service Budgets and resulting cost allocations.

Nick Harvey, Acting Deputy Director - Water Administration, presented.

**A motion was made by Board Member Bartholow, seconded by Vice Chair Arnone, Jr., to approve Resolution No.1329 entitled: RESOLUTION OF THE BOARD OF PUBLIC UTILITIES RECOMMENDING THAT THE SANTA ROSA CITY COUNCIL APPROVE THE PROPOSED FISCAL YEAR 2024/25 SANTA ROSA WATER OPERATING, MAINTENANCE, CAPITAL IMPROVEMENT AND DEBT SERVICE BUDGETS AND RESULTING COST ALLOCATIONS FOR THE WATER, LOCAL WASTEWATER, REGIONAL REUSE AND STORM WATER AND CREEKS FUNDS.**

**The motion carried by the following vote:**

**Yes:** 4 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Bartholow and Board Member Grabill

**Absent:** 3 - Board Member Badenfort, Board Member Sierra and Board Member Wright

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

None.

## **9. REFERRALS**

None.

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

None.

## **11. SUBCOMMITTEE REPORTS**

Chair Galvin reported that the Contract Review Subcommittee met on April 2, 2024 to review a proposed professional services agreement with Integrated Project Solutions for engineering design services for the Delta Pond standby generator and Laguna Treatment Plant annex boiler replacements project. The Subcommittee unanimously recommended the project and it will be coming in front of the full Board in the near future.

## **12. BOARD MEMBER REPORTS**

None.

## **13. DIRECTORS REPORTS**

Director Burke reported: Dan Hennessey, the new Transportation and Public Works Director, was introduced to the Board.

The US Bureau of Reclamation's WaterSMART Water and Energy Efficiency Grants program has provided a preliminary notice of award of a \$2 million dollar grant to the Sonoma Marin Saving Water Partnership. If awarded, this grant implements a variety of water use efficiency projects by the member agencies of the Partnership. Santa Rosa would receive approximately 45% grant funding of a total \$1.8 million dollar project for the second phase of the Direct Install High Efficiency Toilet Program under the preliminary award. This project would allow for 2500 more direct install toilet packages resulting in an estimated 2400 acre-feet of water savings over 15

years. Once it is finalized by the Sonoma Marin Saving Water Partnership, staff will be bringing a cost share agreement for consideration by the Board to participate in this grant opportunity.

Santa Rosa Water will be participating in the Luther Burbank Rose Parade on May 18. Board Members are allowed to participate pursuant to Government Code section 54952.2 (c) which provides that the majority of a Board may participate at a purely social occasion, provided that the majority of the members do not discuss among themselves business of a specific nature that is within the subject matter jurisdiction of the legislative body of the local agency.

#### **14. ADJOURNMENT OF MEETING**

Chair Galvin adjourned the meeting at 3:08 p.m. The next regularly scheduled Board of Public Utilities meeting is April 18, 2024 at 1:30 p.m.

**Approved on:**

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**Michelle Montoya**  
**Recording Secretary**