



# City of Santa Rosa

Council Chamber  
100 Santa Rosa Avenue

## **BOARD OF PUBLIC UTILITIES REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL OCTOBER 16, 2025**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY ATTENDING IN-PERSON AT THE COUNCIL CHAMBER LOCATED AT 100 SANTA ROSA AVENUE.**

**THE MEETING WILL ALSO BE LIVE STREAMED AT [HTTPS://SANTA-ROSA.LEGISTAR.COM/CALENDAR](https://santa-rosa.legistar.com/calendar). CLICK ON THE "IN PROGRESS" LINK TO VIEW. THE MEETING CAN ALSO BE VIEWED ON COMCAST CHANNEL 28, AT&T U-VERSE CHANNEL 99, AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa), AND VIA ZOOM BY VISITING [HTTPS://SRCITY-ORG.ZOOM.US/J/86259959811](https://srcity-org.zoom.us/j/86259959811), OR BY DIALING 877-853-5257 AND ENTERING WEBINAR ID: 862 5995 9811.**

**IN THE EVENT A BOARD MEMBER PARTICIPATES REMOTELY BASED ON JUST CAUSE OR EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449, THE BOARD WILL ALSO ALLOW FOR PUBLIC COMMENT THROUGH THE ZOOM LINK OR DIAL-IN NUMBER ABOVE.**

**The public attending in person will be able to provide public comment on agenda items at the time an agenda item is discussed during the Board of Public Utilities Meeting. Public Comment may also be submitted via e-mail at [bpu-comment@srcity.org](mailto:bpu-comment@srcity.org).**

**Deadlines and additional instruction for public comment are set forth below. If you have any questions regarding this meeting, please contact Michelle Montoya at [mmontoya@srcity.org](mailto:mmontoya@srcity.org)**

**1:30 P.M. (VIA IN-PERSON)**

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

**2 REMOTE PARTICIPATION UNDER AB 2449 (IF NEEDED)**

To consider and take action on any request from a Board Member to participate in a meeting remotely due to Just Cause or Emergency

Circumstances pursuant to AB 2449 (Government Code Section 54953(f)).

### 3. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

### 4. STUDY SESSION

None.

### 5. MINUTES APPROVAL

5.1 October 2, 2025 - Regular Meeting Minutes - Draft

**Attachments:** [October 2, 2025 - Regular Meeting Minutes - Draft](#)

### 6. STAFF BRIEFINGS

6.1 ANNUAL WATER LOSS OVERVIEW

Staff will update the Board on the state mandated annual water loss audit, including background on the process, a review of trends, and an overview on how the department actively tracks and manages water losses. The Board may discuss this item and give direction to staff.

**Attachments:** [Presentation \(Uploaded 10.14.2025\)](#)

### 7. CONSENT ITEMS

7.1 MOTION - APPROVAL OF A SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH MONTROSE AIR QUALITY, LLC

RECOMMENDATION: It is recommended by Santa Rosa Water that the Board of Public Utilities, by motion, approve the Second Amendment to Professional Services Agreement (PSA) F002411 with Montrose Air Quality Services, LLC (Montrose) to provide routine and non-routine emission monitoring for compliance with Bay Area Air Quality District permit requirements, extending the contract through 2027 and adding compensation in the amount of \$300,000 for a total amount not to exceed \$565,000.

**Attachments:** [Staff Report](#)  
[Attachment 1 - Second Amendment to Professional Services Agreement](#)

7.2 RESOLUTION - APPROVAL OF SOLE SOURCE CONTRACT

SPECIFICATIONS FOR VARIOUS ELECTRICAL, MECHANICAL, AND GENERATOR EQUIPMENT AND SERVICES FOR THE COUNTRY MANOR SEWER LIFT STATION 10 REPLACEMENT AND SPRING LAKE SEWER LIFT STATION 16 GENERATOR IMPROVEMENTS PROJECT, CONTRACT NO. C02387

RECOMMENDATION: It is recommended by Santa Rosa Water and the Transportation and Public Works Department that the Board of Public Utilities, by resolution, find that the various electrical, mechanical, and generator equipment and services for the Country Manor Sewer Lift Station 10 Replacement and Spring Lake Sewer Lift Station 16 Generator Improvements project, contract no. C02387 shall be designated by specific brand or trade name in the contract specifications in order to match other products or equipment in use in existing Water Department facilities.

**Attachments:** [Staff Report](#)  
[Resolution](#)

**7.3** MOTION - APPROVAL OF FIFTH AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT - ENGINEERING SERVICES FOR BACKUP GENERATORS - WATER AND WASTEWATER FACILITIES PROJECT

RECOMMENDATION: It is recommended by Santa Rosa Water and the Transportation and Public Works Department that the Board of Public Utilities, by motion, (1) approve the fifth amendment to Professional Services Agreement No. F002153 with Brelje & Race Consulting Engineers, to provide engineering services during construction for the Backup Generators - Water and Wastewater Facilities project, increasing the contract amount by \$49,860, for a total authorized amount of \$1,400,110; and (2) with this approval, ratify the third amendment to Agreement No. F002153 and confirm the Board of Public Utilities' intent in approving the third amendment.

**Attachments:** [Staff Report](#)  
[Attachment 1 - Location Map and Information](#)  
[Attachment 2 - Fifth Amendment to PSA No. F002153](#)

## 8. REPORT ITEMS

None.

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

Live Public Comment: Members of the public can provide comment on an agenda item in-person from the Council Chamber at the time an agenda item is discussed during the Board of Public Utilities Meeting.

Advance Public Comment via E-mail Public Comment: To submit an e-mailed public comment to the Board of Public Utilities, please send to: [bpu-comment@srcity.org](mailto:bpu-comment@srcity.org) by 5:00 p.m., the Wednesday prior to the Board of Public Utilities meeting. Identify in the subject line of your e-mail the agenda item number(s) on which you wish to comment, provide your name in the body of the e-mail and your comment. Comments received by the deadline will be distributed to all Board Members, will be posted to the agenda documents on-line, and be made part of the archive packet.

## **10. REFERRALS**

None.

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

None.

## **12. SUBCOMMITTEE REPORTS**

## **13. BOARD MEMBER REPORTS**

## **14. DIRECTORS REPORTS**

## **15. ADJOURNMENT OF MEETING**

The Board of Public Utilities encourages public comments regarding the above items. If you are unable to attend this meeting, please feel free to call the Water Department at 543-4200 or forward written comments to the City of Santa Rosa, Water Department, 35 Stony Point Road, Santa Rosa, CA 95401. All comments will be forwarded to the Board at the meeting.

*The City of Santa Rosa does not discriminate against individuals with disabilities in its employment, services, benefits, facilities, programs, or activities. Requests for accommodations, auxiliary aids, or services necessary to participate in a City program, service, or activity, including printed information in alternate formats, are available by contacting the Secretary at (707) 543-3901 (TTY Relay at 711) or [mmontoya@srcity.org](mailto:mmontoya@srcity.org). Requests should be submitted as far in advance as possible, but no later than two business days before the scheduled meeting. Meeting information can also be accessed via the internet at <http://srcity.org>.*