



## **City of Santa Rosa**

Council Chamber  
100 Santa Rosa Avenue

### **BOARD OF PUBLIC UTILITIES REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL APRIL 4, 2024**

**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, ON AT  
[HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa), AND VIA ZOOM BY  
VISITING R VISITING [HTTPS://SRCITY-ORG.ZOOM.US/J/85294101130](https://srcity-org.zoom.us/j/85294101130),  
OR BY DIALING 877-853-5257 AND ENTERING WEBINAR ID: 852 9410  
1130.**

**IN THE EVENT A BOARD MEMBER PARTICIPATES PURSUANT TO  
AB2449, THE CITY WILL ADHERE TO THE REQUIREMENTS OF THAT  
PROVISION.**

**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 PM - VIA IN-PERSON**

- 1. CALL TO ORDER AND ROLL CALL**
- 2. STATEMENTS OF ABSTENTION BY BOARD MEMBERS**
- 3. STUDY SESSION**

None.

#### 4. MINUTES APPROVAL

4.1 March 21, 2024 - Regular Meeting Minutes - DRAFT

**Attachments:** [March 21, 2024 - Regular Meeting Minutes - DRAFT](#)

#### 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.

**Attachments:** [Presentation \(Uploaded 4.3.2024\)](#)  
[Updated Presentation \(Uploaded 4.4.2024\)](#)

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.

**Attachments:** [Presentation \(Uploaded 4.3.2024\)](#)

#### 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.

**Attachments:**    [Staff Report](#)  
                              [Attachment 1 - Site Map](#)  
                              [Attachment 2 - Council Policy No. 100-07](#)  
                              [Presentation \(Uploaded 4.3.2024\)](#)

**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.

**Attachments:**   [Staff Report](#)  
[Attachment 1 - Location Map](#)  
[Attachment 2 - PSA with Hazen and Sawyer](#)  
[Presentation \(Uploaded 4.3.2024\)](#)

**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.

**Attachments:**   [Staff Report](#)  
[Resolution](#)  
[Presentation \(Uploaded 4.3.2024\)](#)

**8. 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.

## **9. REFERRALS**

None.

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

## **11. SUBCOMMITTEE REPORTS**

## **12. BOARD MEMBER REPORTS**

## **13. DIRECTORS REPORTS**

## **14. 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>.*