



# City of Santa Rosa

Council Chamber  
100 Santa Rosa Avenue

## BOARD OF PUBLIC UTILITIES REGULAR MEETING AGENDA AND SUMMARY REPORT - FINAL JULY 18, 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, AT [HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa), AND VIA ZOOM BY 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 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 PM - 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. OATH OF OFFICE FOR NEW BOARD MEMBER

### 4. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

### 5. STUDY SESSION

None.

### 6. MINUTES APPROVAL

#### 6.1 June 20, 2024 - Regular Meeting Minutes - DRAFT

**Attachments:** [June 20, 2024 - Regular Meeting Minutes - DRAFT](#)

### 7. STAFF BRIEFINGS

#### 7.1 KELLY FARM CALIFORNIA TIGER SALAMANDER MITIGATION BANK UPDATE

Staff will provide a brief update on the development of the California tiger salamander mitigation bank on Kelly Farm.

The Laguna Treatment Plant (LTP) and many of the city-owned farms are located within the Santa Rosa Plain which is home to endangered species, including the California tiger salamander (CTS), and rare plants, including Sebastopol meadowfoam, Burke's goldfields, and Sonoma sunshine. When the City undertakes a project located at these facilities, projects need to be designed to avoid impacts to these sensitive species, or the City needs to purchase mitigation credits from a privately held mitigation bank to offset the impacts. Over the last ten years, the cost of CTS credits has continually increased. The City has planned projects that may require significant mitigation credits, including the LTP Flood Protection Project. The purchase of mitigation credits can add a large cost to projects and extend the time that it takes to obtain regulatory permits, thus delaying the start of projects.

As an alternative to purchasing mitigation credits from privately-owned mitigation banks, the City is planning to establish a CTS and wetland mitigation bank for City projects on an approximately 100-acre portion of

the Kelly Farm property. In order to develop the mitigation bank, the City has hired GHD, Inc. to plan, design, permit, manage construction, and monitor the proposed mitigation bank. Construction is currently planned for 2025. The Board may discuss this item and give direction to staff.

**Attachments:** [Presentation \(Uploaded 7.16.2024\)](#)

**7.2** 2023 ANNUAL COMPLIANCE UPDATE

Staff will provide an overview of the Regional Water Reuse System's applicable regulations, highlight permit requirements, and summarize compliance during 2023. The Board may discuss this item and give direction to staff.

**Attachments:** [Presentation \(Uploaded 7.16.2024\)](#)

**8. CONSENT ITEMS**

**8.1** MOTION - AMENDMENT TO BLANKET PURCHASE ORDER 164811 - FOUR-YEAR EXTENSION AND INCREASE COMPENSATION FOR UTILITY BILL PRINTING, BILL INSERTS, AND MAILING SERVICES

RECOMMENDATION: It is recommended by Santa Rosa Water and the Finance Department that the Board of Public Utilities, by motion, approve an amendment to Blanket Purchase Order 164811 for utility bill printing, bill inserts, and mailing services to extend for four years and increase compensation in the amount of \$561,000 to InfoSend, Inc., Anaheim, California, for a not to exceed cumulative value of \$897,000.

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

**8.2** MOTION - APPROVAL OF FOURTH AMENDMENT TO BLANKET PURCHASE ORDER 164874 - ONE YEAR EXTENSION, PRICE INCREASE, AND INCREASE COMPENSATION FOR SODIUM HYPOCHLORITE SUPPLY

RECOMMENDATION: It is recommended by Santa Rosa Water and the Finance Department that Board of Public Utilities, by motion, approve a fourth amendment to Blanket Purchase Order (BPO) 164874 for sodium hypochlorite supply with Olin Corporation dba Olin Chlor Alkali Products, Tracy, California, to extend for a one-year period with no increase in unit price, and increase in compensation in the amount of

\$840,000, for a total amount not to exceed \$2,495,000, and grant authority to the Purchasing Agent to approve any increases upon six month review, up to a maximum 10% with no additional funds required.

**Attachments:** [Staff Report](#)  
[Attachment 1 - Exhibit B-4 Compensation Schedule](#)

## 9. REPORT ITEMS

### 9.1 REPORT - FUNDING AGREEMENT BETWEEN SONOMA COUNTY WATER AGENCY AND SANTA ROSA WATER TO IMPLEMENT PHASE 2 OF THE DIRECT INSTALL WATER USE EFFICIENCY PROJECT VIA GRANT FUNDING FROM THE US BUREAU OF RECLAMATION WATERSMART WATER AND ENERGY EFFICIENCY GRANTS PROGRAM

BACKGROUND: The Sonoma-Marin Saving Water Partnership, a group comprised of 13 utilities in Sonoma and Marin Counties was awarded a total \$2,000,000 regional grant from the US Bureau of Reclamation (USBR) WaterSMART FY 2023 Water and Energy Efficiency Grants (WEEG) program. Per the terms of the grant, Sonoma County Water Agency (Sonoma Water) is acting as the grant administrator and Santa Rosa Water would be a sub-awardee. Santa Rosa Water is eligible to receive funding in the amount of \$813,933 with a required cost match of \$994,848 to complete a second phase of the ongoing Direct Install Water Use Efficiency Program Project for approved residential customers. The Direct Install Water Use Efficiency Program utilizes authorized contractors to directly install a package of high efficiency toilets paired with other water saving fixtures at no cost to the customer. Receipt of the grant funding by Santa Rosa Water requires the Board of Public Utilities authorization of the execution of a sub-awardee agreement with Sonoma Water.

RECOMMENDATION: It is recommended by Santa Rosa Water that Board of Public Utilities, by resolution, approve the sub-awardee grant agreement between Sonoma County Water Agency (Sonoma Water) and the City of Santa Rosa for the Direct Install Water Use Efficiency Project, delegate authority to the Director of Santa Rosa Water to enter the agreement and execute any future amendments, authorize the

designation of existing funds for the cost share required by the grant, and make a recommendation to the City Council of Santa Rosa to authorize receipt of grant funds and appropriate the grant funds into the Water Department budget.

**Attachments:** [Staff Report](#)  
[Attachment 1 - Sub-Award Agreement for Sonoma-Marin C](#)  
[Resolution](#)  
[Presentation \(Uploaded 7.16.2024\)](#)

**9.2** REPORT - APPROVAL OF AMENDMENT NO. 2 TO PROJECT WORK ORDER WITH GREEN VALLEY CONSULTING ENGINEERS - EMERGENCY WELL PUMP STATION - A PLACE TO PLAY - CONSTRUCTION MANAGEMENT AND INSPECTION

BACKGROUND: The A Place To Play well project includes the conversion of an existing test well to an emergency ground water well and pump station. Construction began in July 2020 with a design based on past water quality data that was obtained when the well was initially constructed. As construction on the conversion and pump station progressed, subsequent water sampling analyses detected arsenic levels above the State maximum contaminant level (MCL) for public drinking water supplies. Construction was suspended in November 2020 to explore water treatment options that would reduce the arsenic concentrations below the regulatory limit.

Construction commenced February 2022, and progressed until November of 2022, when an electrical material procurement delay caused the project to fall into suspension. Construction was suspended from November 2022 until March 2024.

The 2022-2024 suspension extended the project timeline and required continuous construction management to address Contractor questions, submittals, requests for information and coordination. The extended timeline and additional work required from the consultant resulted in an increased cost above the estimated amount that was included in the original contract. However, it did not take into account continued services throughout the project suspension timeline.

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and Santa Rosa Water that the Board of Public Utilities, by motion, approve Amendment No. 2 to Project Work Order No. A010146-2016-20 with Green Valley Consulting Engineers of Santa Rosa, California, for the Emergency Well Pump Station - A Place to Play project for Construction Management and Inspection services, increasing the contract amount by \$146,773 for a total value of \$645,147.

**Attachments:** [Staff Report](#)  
[Attachment 1 – Project Work Order Amendment No. A010146-2016-20 Presentation \(Uploaded 7.16.2024\)](#)

## 10. 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.

## 11. REFERRALS

None.

## 12. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION)

## 13. SUBCOMMITTEE REPORTS

## 14. BOARD MEMBER REPORTS

## 15. DIRECTORS REPORTS

## **16. 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>.*