



## **City of Santa Rosa**

Hybrid - See Agenda for  
Participation Information  
City Council Chamber  
100 Santa Rosa Avenue

### **BOARD OF PUBLIC UTILITIES REGULAR MEETING AGENDA AND SUMMARY REPORT NOVEMBER 18, 2021**

**PURSUANT TO GOVERNMENT CODE SECTION 54953(e) AND THE  
RECOMMENDATION OF THE HEALTH OFFICER OF THE COUNTY OF  
SONOMA, THE BOARD MEMBERS WILL BE PARTICIPATING IN THIS  
MEETING EITHER VIA ZOOM WEBINAR OR IN-PERSON, SOCIALLY  
DISTANCED, IN THE COUNCIL CHAMBER AT 100 SANTA ROSA AVENUE.**

**MEMBERS OF THE PUBLIC CAN PARTICIPATE IN THE MEETING BY  
ATTENDING IN-PERSON FROM COUNCIL CHAMBER AT 100 SANTA  
ROSA AVENUE (SOCIAL DISTANCING AND MASK REQUIREMENTS WILL  
BE OBSERVED), OR VISITING**

**[HTTPS://SRCITY-ORG.ZOOM.US/J/89027500164](https://srcity-org.zoom.us/j/89027500164), OR BY  
DIALING 877-853-5257 AND ENTER WEBINAR ID: 890 2750 0164**

**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, AND AT  
[HTTPS://WWW.YOUTUBE.COM/CITYOFSANTAROSA](https://www.youtube.com/cityofsantarosa)**

**The public attending in person or accessing the meeting through the Zoom link 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)  
or recorded voice message at 707-543-4224.**

**Deadlines and additional instruction for public comment are set forth below. The City of Santa Rosa has postponed many non-essential meetings until further notice. We appreciate your patience and willingness to protect the health and wellness of our community. If you have any questions regarding this meeting, please contact Roberta Atha at [ratha@srcity.org](mailto:ratha@srcity.org).**

**1:30 PM - HYBRID VIA IN-PERSON AND ZOOM**

- 1. CALL TO ORDER AND ROLL CALL**
- 2. STATEMENTS OF ABSTENTION BY BOARD MEMBERS**
- 3. STUDY SESSION - NONE.**
- 4. MINUTES APPROVAL**

- 4.1** November 4, 2021 - Regular Meeting Minutes.

**Attachments:** [November 4, 2021 - Regular Meeting Minutes](#)

- 5. STAFF BRIEFINGS**

- 5.1** WATER SUPPLY UPDATE

Staff will update the Board on water supply issues. The Board may discuss this item and give direction to staff.

**Attachments:** [Presentation \(added 11/16/21\)](#)

- 6. CONSENT ITEMS**

**6.1** MOTION - FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT NUMBER F001315 WITH ACCELERATED TECHNOLOGIES LABORATORIES, INC.

RECOMMENDATION: It is recommended by the Water Department that the Board of Public Utilities, by motion, approve the First Amendment to Professional Services Agreement number F001315 for Laboratory Information Management System (LIMS) service with Accelerated Technology Laboratories Inc.

**Attachments:** [Staff Report](#)  
[Attachment 1 ATL Amendment](#)

**7. REPORT ITEMS**

**7.1** REPORT - AMENDED 2020 WATER SHORTAGE CONTINGENCY PLAN (continued from November 4, 2021)

BACKGROUND: In conformance with the Urban Water Management Planning Act (Act), the City of Santa Rosa prepared its 2020 Urban Water Management Plan (UWMP) and its 2020 Water Shortage Contingency Plan (Shortage Plan). Both documents were adopted by City Council on June 8, 2021 and submitted to the State Department of Water Resources on June 30, 2021. State law allows each water supplier to amend its Shortage Plan independent of the UWMP. The City wishes to amend the 2020 Shortage Plan to revise the Excess Use Penalty structure that applies in severe stages of shortage and change the water demand offset requirements that apply to new construction when water is being allocated for existing customers. The Board will be considering a recommendation to Council to adopt the Amended 2020 Water Shortage Contingency Plan.

RECOMMENDATION: It is recommended by Santa Rosa Water that the Board of Public Utilities, by resolution, recommend that the City Council adopt the Amended 2020 Water Shortage Contingency Plan and introduce an ordinance approving revisions to the Excess Use Penalty structure set forth in Section 14-04.015 of the City Code.

**Attachments:**    [Staff Report](#)  
                          [Attachment 1 Amended 2020 WSCP \(redline\)](#)  
                          [Attachment 2 Draft Ordinance](#)  
                          [Attachment 3 Draft Ordinance \(redline\)](#)  
                          [Resolution](#)  
                          [Presentation](#)

**7.2**        REPORT - WATER DEMAND OFFSET POLICY, FEE STUDY, AND  
FEES (continued from November 4, 2021)

BACKGROUND: The City of Santa Rosa is required by California State Law to prepare an Urban Water Management Plan (UWMP) and Water Shortage Contingency Plan (Shortage Plan) every five years to assess the adequacy and reliability of water supplies for current and future needs as well as plan for and detail how the City will respond to various levels of water supply shortage. Staff will present the Water Demand Offset (WDO) Policy, 2021 WDO Fee Study, and WDO Fees which have been developed to implement the City's Shortage Plan requirement that new construction must offset water demand during water shortage emergencies that require very restrictive water allocations (water rationing) by the City's existing customers.

RECOMMENDATION: It is recommended by Santa Rosa Water that the Board of Public Utilities, by resolution, recommend that the City Council adopt the Water Demand Offset (WDO) Policy, the 2021 WDO Fee Study, and the WDO Fees and authorize the WDO Fees to be adjusted on an annual basis to account for inflation at the beginning of the calendar year (January 1) starting in 2023, using the Engineering News Record's 20-Cities CCI (20-cities CCI).

**Attachments:**    [Staff Report](#)  
                          [Attachment 1 WDO Policy](#)  
                          [Attachment 2 2021 WDO Fee Study](#)  
                          [Resolution](#)  
                          [Exhibit A 2021 WDO Fee Study](#)  
                          [Presentation](#)

**7.3**        REPORT - CONTRACT AWARD - MONTROSE AIR QUALITY, LLC  
PROFESSIONAL SERVICES AGREEMENT

**BACKGROUND:** The City of Santa Rosa Regional Water Reuse Facility - Laguna Treatment Plant holds an Air District Title V Major Facility Review Permit #A1403. The facility has four Combined Heat and Power Engines which are currently abated by a digester gas conditioning system. The Title V permit contains conditions for routine emissions testing from these processes. The City seeks to obtain professional services for the routine and non-routine emission monitoring for compliance with Air District permit requirements. The Professional Services Agreement with Montrose Air Quality, LLC is to provide air quality emission testing at the Laguna Treatment Plant for monthly, annual, and as-needed monitoring.

**RECOMMENDATION:** It is recommended by the Contract Review Subcommittee and the Water Department that the Board of Public Utilities, by motion, approve the Professional Services Agreement with Montrose Air Quality, LLC in the amount of \$200,000 over three years.

**Attachments:**    [Staff Report](#)  
                              [Attachment 1 Montrose PSA](#)  
                              [Presentation \(added 11/16/21\)](#)

**7.4        REPORT - DIRECTION TO SANTA ROSA PLAIN GROUNDWATER SUSTAINABILITY AGENCY BOARDMEMBER REGARDING ADOPTION OF THE GROUNDWATER SUSTAINABILITY PLAN FOR THE SANTA ROSA PLAIN SUBBASIN**

**BACKGROUND:** The Sustainable Groundwater Management Act requires that the Santa Rosa Plain Groundwater Sustainability Agency (SRP GSA), comprised of the Cities of Cotati, Rohnert Park, Santa Rosa, and Sebastopol, the Town of Windsor, the County of Sonoma, Sonoma Water, the Gold Ridge and Sonoma Resource Conservation Districts, and a group of independently owned water systems, adopt and submit a Groundwater Sustainability Plan (GSP) by January 31, 2022. The GSP, released for a 30-day public review on October 1, 2021 is now finalized and proposed for adoption at a public hearing of the SRP GSA scheduled for December 9, 2021. Santa Rosa Water staff is requesting the Board of Public Utilities provide direction to the City Council and the City's SRP GSA Boardmember regarding adoption of

the GSP at that public hearing.

RECOMMENDATION: It is recommended by Santa Rosa Water that the Board of Public Utilities, by motion, recommend to the City Council that the Council recommend that the City's Santa Rosa Plain Groundwater Sustainability Agency Boardmember support adoption of the Santa Rosa Plain Groundwater Sustainability Plan at their December 9, 2021 Public Hearing.

**Attachments:**    [Staff Report](#)  
                              [Attachment 1 Executive Summary](#)  
                              [Presentation \(added 11/16/21\)](#)

## 8. PUBLIC COMMENTS ON NON-AGENDA MATTERS

Public Comment may be submitted via e-mail or recorded voice message.

Live Public Comment: The public accessing the meeting through the Zoom link or dial-in 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. Go to <https://srcity.org/virtualparticipation> for more information.

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., Wednesday, November 17. Identify in the subject line of your e-mail the agenda item number on which you wish to comment, provide your name in the body of the e-mail and your comment. These comments will be e-mailed to all Board Members, will be posted to the agenda documents on-line, and be made part of the archive packet.

Recorded Voice Message Public Comment: To submit a voice message public comment, please call 707-543-4224 by 5:00 p.m., Wednesday, November 17. State your name, the agenda item number(s) on which you wish to comment, and your comment. Recordings will be limited to 3 minutes. Recorded comments may be played at the time that the agenda item is discussed during the Board Meeting.

Recorded public comments on public hearing items may be played at the time when the hearing is opened.

**9. REFERRALS - NONE.**

**10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION) - NONE.**

**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) 543-4266 (TTY Relay at 711) or [ratha@srcity.org](mailto:ratha@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>.*