

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, AUGUST 16, 2012
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:30 p.m. Utilities Field Operations Building
Room M

ROLL CALL

Present (7) Chairman Dowd, Vice Chair Gale,
Board Members Carney, Galvin, Lowry,
Meechan and Swinth

**STATEMENTS OF ABSTENTION BY BOARD
MEMBERS**

Vice Chair Gale stated that he would be
abstaining from the approval of the minutes of
August 2, 2012 because he was absent from
the meeting.

MOTION:

Board Member Swinth moved a motion to
reorganize the agenda and move item 7.2 in
front of 7.1. The motion was seconded by
Board Member Lowry and carried
unanimously.

STUDY SESSION

**3.1 REMODEL MSCS TO RELOCATE CIP
TEAMS FROM LEASED SPACE TO CITY-
OWNED SPACE**

Colleen Ferguson, Deputy Director
Engineering Services provided the staff
presentation. The Municipal Services Center
South (MSCS) will be remodeled to relocate
Capital Improvement Program teams from
leased space at 141 Stony Circle to City-
owned MSCS. As directed by the Board
during the June 21 Study Session, staff met
with an ad-hoc committee of the Board on
July 22 to discuss project and funding details.
Ms. Ferguson provided updated information
and analysis regarding the remodel and
relocation. The Board expressed support for
the project moving forward as presented.

**3.2 REVIEW OF UTILITIES ACCELERATED
METER REPLACEMENT PROGRAM**

Mark Powell, Deputy Director Utility
Operations along with other members of the
Utilities Department and Utility Billing gave the
staff presentation and reviewed the history of
water meters, current methods of monthly

meter read collections and existing technology
prior to the blanket purchase order increase
and extension. The Board expressed support
for the program moving forward as presented
by staff.

Adjourn Study Session and reconvene to
open session in Utilities Field Operations
Building Rooms A & F at approximately 2:30
pm.

MINUTES APPROVAL

Board Member Swinth moved approval of the
minutes for August 2, 2012. The motion was
seconded by Board Member Lowry and
carried unanimously. AYES (6) NO (0)
ABSENT (0) ABSTAIN (1) Gale

STAFF BRIEFINGS - NONE

CONSENT ITEMS

MOTION:

Board Member Carney moved a motion to pull
item 6.1 from the Consent calendar. The
motion was seconded by Vice Chair Gale and
carried unanimously. AYES (7) NO (0)
ABSENT (0) ABSTAIN (0)

**6.1 CONTRACT AWARD – ASTON AVENUE
SEWER AND WATER IMPROVEMENTS**

Board Member Carney asked for and received
clarification on the cost / benefit analysis for
selecting the project. He also requested that
in the future, staff provide additional analysis
that supports the necessity of a specific
project.

MOTION:

Board Member Lowry moved a motion to
award a construction contract in the total
amount of \$257,162.00 to the lowest
responsive bidder, Terracon Pipelines, Inc. of
Healdsburg, California, for Range Avenue
Water Main Installation – Russell to Piner and
approve a construction contingency of 15
percent. The motion was seconded by Vice
Chair Gale and carried unanimously. AYES
(7) NO (0) ABSENT (0) ABSTAIN (0)

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, AUGUST 16, 2012
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

6.2 WAIVER OF COMPETITIVE BIDDING AND SOLE SOURCE AWARD – REMOTE AND STANDARD READ-TYPE WATER METERS, PARTS, AND ANTENNAS AND APPROVAL OF ADDITIONAL FUNDS FOR CURRENT BLANKET PURCHASE ORDER

MOTION:

Board Member Galvin moved to approve Resolution No. 1030 entitled “Resolution of the Board of Public Utilities Waiving Competitive Bidding and Authorizing a Sole Source Blanket Purchase Order for Remote and Standard-Read Water Meters, Parts, and Antennas, and Approving Additional Funds for Current Blanket Purchase Order to Sensus Metering Systems, Pittsburg, Pennsylvania.” The motion was seconded by Vice Chair Gale. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

REPORT ITEMS

7.2 APPROVAL OF COOPERATIVE FUNDING AGREEMENT WITH SONOMA MARIN AREA RAIL TRANSIT DISTRICT (DISTRICT) FOR DESIGN AND CONSTRUCTION OF WATER AND SEWER MAIN IMPROVEMENTS AT VARIOUS STREET RAILROAD CROSSINGS (PROJECT IDENTIFICATION NUMBER 1747)

Steve Allen, Supervising Engineer gave the staff presentation. Mr. Allen requested that no action be taken at this time, because the contract documents have not been finalized. The item will be brought back to the Board for review and approval at a future date.

7.1 REQUEST FOR AUTHORIZATION TO SUBMIT A CO-APPLICATION WITH THE LAGUNA DE SANTA ROSA FOUNDATION FOR A SONOMA COUNTY AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT GRANT FOR RIPARIAN HABITAT RESTORATION ON IRWIN CREEK

Denise Cadman, Natural Resource Specialist gave the staff presentation.

MOTION:

Vice Chair Gale moved to approve Resolution No. 1031 entitled “Resolution of the Board of Public Utilities of Santa Rosa Authorizing the Co-Application with the Laguna de Santa Rosa Foundation for a Sonoma County Agricultural Preservation and Open Space District Matching Funds Grant for Riparian Habitat Restoration on Irwin Creek.” The motion was seconded by Board Member Swinth and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE

9. REFERRALS - NONE

10. WRITTEN COMMUNICATION (And Possible Board Action)

10.1 Memo from Miles Ferris, Director of Utilities re: Increase in Minor Construction Contract Threshold to \$270,000; included in packet.

11. SUBCOMMITTEE REPORTS - NONE

12. BOARD MEMBER REPORTS - NONE

13. DIRECTORS REPORT

Miles Ferris, Director of Utilities announced that he will be retiring effective 12/12/12 after 27 years as the Utilities Department Director. Mr. Ferris reported that, to date, nearly 14 tons of pharmaceuticals had been collected through the Safe Medicine Disposal Program. He further reported on the status of the NPDES Permit approval process with the Regional Board; discussed the Nutrient Offset Program; and reported that a dead crow which tested positive for West Nile Virus had been found at the Laguna Treatment Plant.

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, AUGUST 16, 2012
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

14. ADJOURNMENT OF MEETING

At 3:23 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, September 6, 2012 at approximately 1:30 p.m. in the Utilities Field Operations Building, 35 Stony Point Rd., Santa Rosa.

Richard Dowd

Gina Perez