

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, APRIL 19, 2012  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

1:35 p.m. Mayor's Conference Room

STAFF BRIEFINGS - NONE

**ROLL CALL**

**CONSENT ITEMS**

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

6.1 CONTRACT AWARD – MONTGOMERY DRIVE – TALBOT TO FARMERS AND JEAN DRIVE SEWER AND WATER IMPROVEMENTS

**STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

**MOTION:**

Board Member Swinth and Board Member Galvin stated that they would be abstaining from the approval of the minutes from March 30, 2012 since they were absent from the meeting.

Board Member Lowry moved a motion to award a construction contract in the total amount of \$2,229,986.00 to the lowest responsive bidder, Mountain Cascade, Inc. of Livermore, CA, for the Montgomery Drive – Talbot to Farmers and Jean Drive Sewer and Water Improvements 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)

**STUDY SESSION**

**3.1 2012/13 WATER AND LOCAL WASTEWATER OPERATIONS AND MAINTENANCE AND CAPITAL IMPROVEMENT PROGRAM BUDGET AND UTILITIES PROJECTED RESERVE LEVEL REVIEW**

**6.2 PROPOSED AMENDMENT NO.2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH RMC WATER AND ENVIRONMENT TO PROVIDE ENGINEERING AND ENVIRONMENTAL SERVICES FOR THE PREPARATION OF A SALT/NUTRIENT MANAGEMENT PLAN**

Linda Reed, Administrative Services Officer and Glen Wright, Deputy Director Water and Engineering Resources gave the staff presentation discussing projected revenues, operating expenditures, capital replacement expenditures and reserve levels for 2012/13 Water and Local Wastewater Operations and Maintenance and Capital Improvement Program budget and responded to Board questions.

**MOTION:**

Board Member Lowry moved a motion to approve Amendment No.2 to the Professional Services Agreement with RMC Water and Environment extending the completion date of the project to December 31, 2012. The motion was seconded by Vice Chair Gale and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

Adjourn Study Session and reconvene to open session in City Council Chamber at approximately 2:49 p.m.

**MINUTES APPROVAL**

**6.3 AMENDMENT NO.1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH SOTOYOME RESOURCE CONSERVATION DISTRICT FOR NUTRIENT OFFSET PROJECT DEVELOPMENT**

Board Member Lowry moved approval of the minutes for March 30, 2012. The motion was seconded by Board Member Carney and carried unanimously. AYES (5) NO (0) ABSENT (0) ABSTAIN (2) Galvin and Swinth

**MOTION:**

Board Member Lowry moved a motion to pull Item 6.3 from the Consent calendar for discussion. The motion was seconded by

Vice Chair Gale moved approval of the minutes for April 5, 2012. The motion was seconded by Board Member Lowry and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

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Board Member Swinth and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

Board Member Lowry asked for and received clarification on the role of the Regional Board towards identification of an accepted Nutrient Offset Project solution.

**MOTION:**

Board Member Swinth moved a motion to approve Amendment No.1 to the Professional Services Agreement with Sotoyome Resource Conservation District to expand the scope of work and increase the budget by \$38,875, for a total budget of \$50,291, for work related to the Nutrient Offset Program. The motion was seconded by Board Member Meechan and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**REPORT ITEMS**

**7.1 REPORT – CONTRACT AWARD – BIOSOLIDS HAULING SERVICES**

Chairman Dowd stated that he had two ex-parte communications in this matter, one with Herb Williams and one with Eric Koenigshofer, both representing The Ratto Group and multiple discussions with Utilities Department staff.

Jim Wright, Purchasing Agent, provided the staff presentation and responded to Board questions.

Eric Koenigshofer, discussed the contract that had been in place, the bid process that occurred, and requested that the Board reject all bids and rebid for a longer contract term to allow for an equitable opportunity to bid.

**MOTION:**

Vice Chair Gale moved a motion to award a two year contract with three one year renewal options for biosolids hauling services to the lowest responsive, responsible bidder River City Trucking, Inc., Sacramento, California. Total estimated contract amount for the two year period is \$350,000. The motion was seconded by Board Member Lowry and

carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**7.2 WATER SUPPLY UPDATE**

David Guhin, Deputy Director Utility Operations and Glen Wright, Deputy Director Water and Engineering Resources, updated the Board on various water supply topics, recycled water storage and the Geysers operations.

**8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE**

**9. REFERRALS - NONE**

**10. WRITTEN COMMUNICATION (And Possible Board Action) - NONE**

**11. SUBCOMMITTEE REPORTS**

Board Member Galvin reported that the Contract Review Subcommittee (CRS) met on Tuesday. He proposed new protocol for setting up future meetings for all subcommittees. The Board reached general consensus that staff contact the subcommittee chair to see if a subcommittee meeting should be scheduled or if the matter should just go forward to the full Board.

Vice Chair Gale reported that the Budget Review Subcommittee met and are looking for a date for a meeting in May.

Board Member Lowry reported that the Water Conservation Subcommittee will be meeting on April 27<sup>th</sup>.

**12. BOARD MEMBER REPORTS**

Chairman Dowd reported that he attended the Salt and Nutrient Groundwater Management workshop yesterday.

**13. DIRECTORS REPORT**

Miles Ferris, Director of Utilities reported on the Farmers Lane well operations, the status of current CIP projects; and department operations related to water leaks and high groundwater.

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14. ANNOUNCEMENT OF CLOSED SESSION ITEM(S) AND ADJOURNMENT TO CLOSED SESSION(S) (MAYOR'S CONFERENCE ROOM – ROOM 10)

Suzanne Rawlings, Assistant City Attorney, announced the closed session item.

14.1 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: 5217 Llano Road, et al.  
Agency Negotiator: Josh Maresca, Right-of-Way Agent  
Negotiating Parties: Heartland Recovery California F#1, LLC  
Under Negotiation: Price and terms of payment

15. RECONVENE TO OPEN SESSION

The Board adjourned to open session at 4:25p.m. Chairman Dowd announced that the Board had instructed its negotiator to remain engaged in negotiations to purchase the Peters Dairy property.

16. ADJOURNMENT OF MEETING

At 4:25 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, May 3, 2012 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

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Richard Dowd

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Gina Perez