

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, DECEMBER 16, 2014
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
SPECIAL MEETING**

10:00 a.m., Utilities Field Office, Conference Room M

ROLL CALL

Present (4) Chairman Galvin, Board Members Arnone, Holt and Steffensen

Absent (2) Vice Chair Kaun and Board Member Dowd

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

No statements of abstention were made.

PUBLIC APPEARANCES (COMMENTS WILL BE LIMITED TO ITEMS ON THE AGENDA)

Duane Dewitt thanked the Board for the Low Impact Development guidelines that have been adopted. He then expressed concern about recent damage to a pipeline that caused significant water loss and asked if there was a way to collect money for the water loss.

David Guhin, Director of Utilities indicated that cost recovery is handled on a case by case basis when appropriate.

4. STAFF BRIEFINGS

4.1 QUARTERLY REPORT ON CAPITAL IMPROVEMENT PROGRAM PROJECTS

BACKGROUND: Staff will provide an update on Capital Improvement Program (CIP) projects. The briefing will summarize expenditures, fund transfers and carryover from July to September 2014 and will provide updates on major projects and coming attractions. CIP projects provide the infrastructure that is critical to the economic vitality and quality of life in Santa Rosa.

PRESENTER(S): Colleen Ferguson, Deputy Director Engineering Services

4.2 STORM WATER & CREEKS SECTION OVERVIEW

BACKGROUND: The Storm Water & Creeks Section works to enhance creek health

through restoration and community involvement, provide biological and engineering services, and manage storm water runoff to preserve and restore water quality and minimize flooding. This presentation will include an overview of the section and services provided within Utilities and to other City departments.

PRESENTER(S): Steve Brady, Senior Environmental Specialist

Duane Dewitt expressed support for the Storm Water team and their program. He then spoke about Roseland Creek and possible grant funding that might be available.

Brenda Adelman, Russian River Watershed Protection Committee stated she is pleased to see the effort being put into the creeks. She also expressed concern about spill response, specifically wastewater irrigation spills and the continued run off issue of both wastewater and potable water.

Mr. Brady requested that these situations be reports to staff so it can be investigated.

CONSENT ITEMS

Board Member Arnone moved a motion to pull Items 5.2 and 5.5 from consent to allow for discussion. The motion was seconded by Board Member Holt and carried unanimously. AYES (4) NO (0) ABSENT (2) Kaun and Dowd ABSTAIN (0) VACANT (1)

5.1 CONTRACT AWARD – BRIGHAM AVE AND GORDON LN SEWER AND WATER IMPROVEMENTS - VALLEJO ST TO JEFFERY ST

MOTION:

Board Member Steffensen moved a motion to award Construction Contract No. C00171 in the amount of \$1,614,285.50 to the lowest responsive bidder, Argonaut Constructors, Inc., of Santa Rosa, California for Brigham Avenue and Gordon Lane Sewer and Water Improvements - Vallejo Street to Jeffery Street, approve a 15% contract contingency, and authorize a total contract amount of \$1,856,428.32. The motion was seconded by

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Board Member Holt and carried unanimously. AYES (4) NO (0) ABSENT (2) Kaun and Dowd ABSTAIN (0) VACANT (1)

5.3 CONTRACT AWARD – LAGUNA TREATMENT PLANT FILTER VALVE ACTUATORS AND VALVE REFURBISHMENT

MOTION:

Board Member Steffensen moved a motion to award Construction Contract No. C01829 in the amount of \$1,126,000.00 to the lowest responsive bidder, C. Overaa & Co., of Richmond, California for Laguna Treatment Plant Filter Valve Actuators and Valve Refurbishment, approve a 15% contract contingency, and authorize a total contract amount of \$1,294,900.00. The motion was seconded by Board Member Holt and carried unanimously. AYES (4) NO (0) ABSENT (2) Kaun and Dowd ABSTAIN (0) VACANT (1)

5.4 CONTRACT AWARD - 8TH ST, W STEELE LN, SAN MIGUEL RD SMART RAILROAD CROSSING SEWER AND WATER IMPROVEMENTS

MOTION:

Board Member Steffensen moved a motion to award Construction Contract No. C01833 in the amount of \$378,308.50 to the lowest responsive bidder, Piazza Construction, of Penngrove, California, for 8TH Street, W Steele Lane, San Miguel Road Smart Railroad Crossing Sewer and Water Improvements, approve a 20% contract contingency, and authorize a total contract amount of \$453,970.20. The motion was seconded by Board Member Holt and carried unanimously. AYES (4) NO (0) ABSENT (2) Kaun and Dowd ABSTAIN (0) VACANT (1)

5.2 CONTRACT AWARD - DELPORT AVE AND MCMINN AVE SEWER AND WATER IMPROVEMENTS

Duane Dewitt asked for clarification on how storm water will be handled in the area of the project in light of recent issues with flooding and if storm water retention basins could be

added. He also requested that no dumping signs be placed along the creek.

MOTION:

Board Member Arnone moved a motion to award Construction Contract No. C00119 in the amount of \$2,536,854.00 to the lowest responsive bidder, Team Ghilotti Inc., of Petaluma, California, for Delport Avenue and Mcminn Avenue Sewer and Water Improvements, approve a 15% contract contingency, and authorize a total contract amount of \$2,917,382.10. The motion was seconded by Board Member Steffensen and carried unanimously. AYES (4) NO (0) ABSENT (2) Kaun and Dowd ABSTAIN (0) VACANT (1)

5.5 CONTRACT AWARD - CORRECTION OF CONTRACTOR NAME; ADDITIONAL CONTINGENCY; SUBCONTRACTOR SUBSTITUTION– SEWER MAIN LINING AT VARIOUS LOCATIONS 2014

Board Member Arnone asked for and received clarification about the subcontractor issue and extra costs associated with the change.

MOTION:

Board Member Holt moved to approve Resolution No. 1080 entitled "Resolution of the Board of Public Utilities Correcting the Legislative Record by Awarding Contract Number C01871, SAK Construction LLC of O'Fallon, Missouri, Approving Additional Contingency and Approving Subcontractor Substitution for Sewer Main Lining at Various Locations 2014". The motion was seconded by Board Member Arnone and carried unanimously. AYES (4) NO (0) ABSENT (2) Kaun and Dowd ABSTAIN (0) VACANT (1)

REPORT ITEMS

6.1 REPORT - PROJECT WORK ORDER 2 - MASTER PROFESSIONAL SERVICES AGREEMENT WITH WEST YOST ASSOCIATES FOR EMERGENCY GROUNDWATER SUPPLY INVESTIGATION, WELL SITING, DESIGN, AND CONSTRUCTION MANAGEMENT SERVICES

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BACKGROUND: In September 2013, the Board of Public Utilities (BPU) adopted a Groundwater Master Plan (GWMP). The GWMP provides a strategic road map for the Utilities Department staff, BPU and City Council regarding how available groundwater resources could be most effectively used in a sustainable manner, to meet the needs of the City's current and future customers. The GWMP recommended near term actions for implementation in the first five years following adoption of the Plan. These recommended near term actions guided the development of the Request for Statement of Qualifications.

On July 24, 2014, the BPU awarded a Master Professional Services Agreement (MPSA) to West Yost Associates for Emergency Groundwater Supply Investigation, Well Siting, Design and Construction Management Services. Also on July 24, 2014, the BPU approved Project Work Order (PWO) 1 for design of the first emergency well and authorized the Chair to sign the MPSA and PWO 1.

RECOMMENDATION: It is the recommendation of the Contract Review Subcommittee and Utilities Department staff that the Board of Public Utilities, by resolution:

1. Award Project Work Order 2 under the MPSA for a not to exceed amount of \$422,000 for the Test Well Siting Study.
2. Authorize the City Manager to sign Project Work Order 2 and any subsequent Project Work Orders \$500,000 or less under this MPSA.
3. Authorize the Director of Transportation and Public Works and Director of Utilities to sign any subsequent Project Work Orders \$250,000 or less under this MPSA.

PRESENTER(S): Rocky Vogler, Senior Water Resources Planner

Board Member Holt spoke on behalf of the Contract Review Subcommittee and reported that the subcommittee discussed their concerns and staff has addressed them.

MOTION:

Board Member Holt moved to approve Resolution No. 1081 entitled "Resolution of

the Board of Public Utilities Approving Project Work Order No. Two under the Master Professional Services Agreement with West Yost Associates for the Emergency Groundwater Program and Authorizing the City Manager and Director of Transportation and Public Works and the Director of Utilities to Sign Project Work Orders". The motion was seconded by Board Member Arnone and carried unanimously. AYES (4) NO (0) ABSENT (2) Kaun and Dowd ABSTAIN (0) VACANT (1)

6.2 REPORT - PROFESSIONAL SERVICES AGREEMENT WITH MADDAUS WATER MANAGEMENT INC. FOR PREPARATION OF THE 2015 URBAN WATER MANAGEMENT PLAN WATER DEMAND ANALYSIS AND WATER CONSERVATION MEASURES UPDATE AND LETTER AGREEMENT WITH WATER CONTRACTORS

BACKGROUND: The California Urban Water Management Planning Act requires Urban Water Management Plans to be updated every five years, in years ending with a "5" or "0". Each water supplier providing water to more than 3,000 customers or supplying more than 3,000 acre-feet per year must prepare, adopt and submit an UWMP to the California Department of Water Resources. The UWMP describes the adequacy and reliability of all water supplies for existing and future customers and are required to be considered for grand funding and to receive drought assistance from the State.

The local water utility retail agencies of the Sonoma Marin Saving Water Partnership desire to begin preparation of the 2015 UWMP by entering into a Professional Services Agreement (PSA) with Maddaus Water Management Inc. for preparation of the 2015 UWMP Demand Analysis and Water Conservation Measures Update. The City of Santa Rosa will be the contracting agency, and a letter agreement between the City and the other water retail agencies will provide the mechanism for funding the PSA with Maddaus.

RECOMMENDATION: It is the recommendation of the Contract Review

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Subcommittee and Utilities Department staff that the Board of Public Utilities, by resolution:

1. Award a Professional Services Agreement to Maddaus Water Management Inc. for a not to exceed amount of \$214,055 for the 2015 Urban Water Management Plan Water Demand Analysis and Water Conservation Measures Update; and
2. Authorize the Chair to sign the PSA; and
3. Approve a Letter Agreement Between and Among City of Santa Rosa And Cities of Rohnert Park, Petaluma, Sonoma, Cotati, Town of Windsor And Marin Municipal Water District, North Marin Water District and Valley of the Moon Water District For Funding Consulting Services for Preparation of the 2015 Urban Water Management Plan Water Demand Analysis and Water Conservation Measures Update and authorize the Director of Utilities to sign the Letter Agreement.

PRESENTER(S): Rocky Vogler, Senior Water Resources Planner

Board Member Holt spoke on behalf of the Contract Review Subcommittee and reported on why the cost of the contract is greater than the previous.

Brenda Adelman, Russian River Watershed Protection Committee expressed concern that the General Plan projections were completed some time ago and that issues with the drought may not be looked at in conjunction with the Urban Water Management Plan and the potential effects on river and aquatic life.

Jane Nielsen, Sonoma County Water Coalition asked for clarification on how the groundwater planning process interfaces with the groundwater management plan.

MOTION:

- Board Member Steffensen moved a motion to award a Professional Services Agreement to Maddaus Water Management Inc. for a not to exceed amount of \$214,055 for the 2015 Urban Water Management Plan Water Demand Analysis and Water Conservation Measures Update; and
2. Authorize the Chair to sign the PSA; and
 3. Approve a Letter Agreement Between and Among City of Santa Rosa And Cities of

Rohnert Park, Petaluma, Sonoma, Cotati, Town of Windsor And Marin Municipal Water District, North Marin Water District and Valley of the Moon Water District For Funding Consulting Services for Preparation of the 2015 Urban Water Management Plan Water Demand Analysis and Water Conservation Measures Update and authorize the Director of Utilities to sign the Letter Agreement. The motion was seconded by Board Member Holt and carried unanimously. AYES (4) NO (0) ABSENT (2) Kaun and Dowd ABSTAIN (0) VACANT (1)

7. REFERRALS - NONE

8. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION/ACTION)

8.1 Memo from David Guhin, Director of Utilities re: Quarterly Capital Improvement Program Project Update: July – September 2014; included in packet

9. SUBCOMMITTEE REPORTS

Chairman Galvin stated that all reports were presented under prior agenda items.

10. BOARD MEMBER REPORTS - NONE

11. DIRECTORS REPORT

David Guhin, Director of Utilities acknowledged that the Board approved \$7.5 million in contract today; reported that the rain event last week helped but did not solve the problem; he further reported that the coordinated citywide effort to deal with the rain event allowed staff to effectively deal with the situation.

Jennifer Burke, Deputy Director Water and Engineering Resources added that the drought is not over and the community should continue to conserve.

Mike Prinz, Deputy Director Subregional Operations concluded by providing an update on the recycled water storage and the upcoming Geysers shutdown to allow for more stabilization work to be completed on Pine Flat Rd.

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12. ADJOURNMENT OF MEETING

At 11:11 a.m. the meeting was adjourned.
The next regular meeting of the Board of
Public Utilities will be held on Thursday,
January 15, 2015 at approximately 1:30 p.m.
in the Council Chamber, City Hall, 100 Santa
Rosa Avenue, Santa Rosa.

Dan Galvin

Gina Perez