

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, JUNE 18, 2015
UTILITIES FIELD OFFICE, CONFERENCE ROOM M, 35 STONY POINT ROAD
REGULAR MEETING**

1:33 p.m. Utilities Field Office, Room M

MOTION:

ROLL CALL

Present (4) Chairman Galvin, Vice Chair Kaun, Board Members Dowd and Holt

Absent (3) Board Members Arnone, Steffensen and Tibbetts

STATEMENTS OF ABSTENTION BY BOARD MEMBERS - NONE

STUDY SESSION

3.1 PRODUCER DISTRIBUTOR RECYCLED WATER AGREEMENT WITH ROHNERT PARK – UPDATE

BACKGROUND: Staff will present an overview of the anticipated Producer-Distributor relationship for recycled water service between the City of Santa Rosa on behalf of the Subregional System and the City of Rohnert Park. Currently Santa Rosa, as operator of the Subregional System, provides retail services for the Rohnert Park recycled water system. A Producer-Distributor model was created between the Subregional System and Santa Rosa's Local Water system in 2007, which is the basis of the anticipated agreement between Rohnert Park and Santa Rosa. No action is requested, but the Board may discuss this item and give direction to staff. The actual agreement approval is anticipated to be brought to the Board for consideration on July 16, 2015.

PRESENTER: Mike Prinz, Deputy Director Subregional Operations

MINUTES APPROVAL

Approval of minutes of the May 21 and June 4, 2015 meetings were deferred to the next regular meeting on July 2, 2015.

STAFF BRIEFINGS - NONE

CONSENT ITEMS

6.1 CONTRACT AWARD – SUMMERFIELD RD AT HORSESHOE DR SEWER MAIN REPLACEMENT

Board Member Dowd moved a motion to award Construction Contract No. C01820 in the amount of \$509,550.00 to the lowest responsive bidder, Team Ghilotti, Inc. of Petaluma, CA for Summerfield Rd at Horseshoe Dr Sewer Main Replacement, approve a 15% contingency, and authorize a total contract amount of \$585,982.50. The motion was seconded by Board Member Holt and carried unanimously. AYES (4) NO (0) ABSENT (3) Arnone, Steffensen, Tibbetts ABSTAIN (0)

REPORT ITEMS

7.1 TERMINATION OF PROFESSIONAL SERVICES AGREEMENT WITH BOTTOM LINE UTILITY SOLUTIONS, INC.

BACKGROUND: On June 24, 2014, the Board of Public Utilities Contract Review Subcommittee recommended a Professional Services Agreement in the amount of \$210,000 with Bottom Line Utility Solutions, Inc. (BLUS) for the installation of WaterSense labeled ultra-high efficiency toilets, showerheads and aerators for Santa Rosa Water customers which was subsequently approved by the Board on July 24, 2014. An amendment to the Agreement was approved by the Board of Public Utilities on January 15, 2015, to make changes to the scope of services, with no changes to the cost or time of performance.

On February 10, 2015, the City Council adopted Resolution 28602 authorizing submittal of a grant application to the California Department of Water Resources (DWR) for a Water-Energy Grant for the implementation of an Efficient Fixtures Direct Installation Program (Program). On March 31, 2015, Santa Rosa Water staff was notified that DWR will award the City over \$2.4 Million for the Program. Based on schedule provided by DWR, the grant award is anticipated to be dispersed to the City in September 2015.

On May 21, 2015, staff contacted BLUS to advise them that City staff would be recommending termination of the Professional Services Agreement with BLUS since the

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DWR grant Program will enable Santa Rosa Water customers to have ultra-high efficiency fixtures installed at no charge.

RECOMMENDATION: It is recommended by Santa Rosa Water staff that the Board of Public Utilities, by motion, approve the termination of the Professional Services Agreement with Bottom Line Utilities Solutions, Inc.

PRESENTER: Rocky Vogler, Sr. Water Resources Planner

MOTION:

Vice Chair Kaun moved a motion to approve the termination of the Professional Services Agreement with Bottom Line Utility Solutions, Inc. The motion was seconded by Board Member Holt and carried unanimously. AYES (4) NO (0) ABSENT (3) Arnone, Steffensen, Tibbetts ABSTAIN (0)

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE

9. REFERRALS - NONE

10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION/ ACTION) – NONE

11. SUBCOMMITTEE REPORTS

Board Member Holt reported that the Contract Review Subcommittee is meeting on June 30.

Board Member Dowd reported that the Budget Review Subcommittee is meeting later this month, with two subsequent meetings scheduled.

12. BOARD MEMBER REPORTS

Board Member Holt asked that the Board consider at some future time, measures considering new construction be offset by making water consumption reducing improvements in nearby neighborhoods or structures. Staff was directed to look into it.

Chairman Galvin thanked Vice Chair Kaun and the Board for working hard last month to cover while he was gone.

13. DIRECTORS REPORT

David Guhin, Director of Santa Rosa Water reported that the Contract Subcommittee may be rescheduled as the Budget Review Subcommittee will be meeting on June 30. The budget was passed for 2015-16 by City Council. Rates are the next discussion over the next few months. We are in the second year of the Mike Hauser Algebra Academy and we are sponsoring for three weeks. The goal is to get them ready for high school with better math skills. Presentations are given by groups in our organization to show the students the value of math in our jobs. The program has been very successful.

Board Member Dowd asked for a moment of silence for the family of Jake Ours who has passed. Jake served on City Council and as the Vice Mayor. Board Member Dowd asked that a letter of condolence be sent to the family from the Board.

14. ADJOURNMENT OF MEETING

At 2:33 p.m. the meeting was adjourned in honor of the memory of Jake Ours. The next regular meeting of the Board of Public Utilities will be held on Thursday, July 2, 2015 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

Daniel J. Galvin III

Gina Perez