

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, JULY 3, 2014
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:30 p.m. City Council Chamber

Board on its progress. The Board may discuss this item and give direction to staff.

ROLL CALL

PRESENTER(S): Rita Miller, Deputy Director, Environmental Services and Dave Smith, Merritt Smith Consulting

Present (5) Chairman Galvin, Board Members Arnone, Holt, Kaun, and Steffensen

Absent (1) Board Member Dowd

No action was taken by the Board.

Vacant (1)

MINUTES APPROVAL

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

Board Member Holt moved the approval of the minutes for May 15, 2014. The motion was seconded by Board Member Kaun. **AYES (5) NO (0) ABSENT (1) Dowd ABSTAIN (0)**

No statements of abstention were made.

STUDY SESSION

STAFF BRIEFINGS

3.1 LEGISLATION ADVOCACY – THE FURMAN GROUP

5.1 QUARTERLY REPORT ON CAPITAL IMPROVEMENT PROGRAM PROJECTS

BACKGROUND: The City's Federal lobbyist, Hal Furman of the Furman Group, will provide an update on the current progress of the Water Resources Development Act (WRDA) bill that has the potential for funding the expansion of the City's recycled water system. In addition, he will provide an update on other federal initiatives that could affect the City's activities. The Board may discuss this item and give direction to staff.

BACKGROUND: Staff will provide an update on Capital Improvement Program (CIP) projects. The briefing will summarize expenditures, fund transfers and carryover from January to March 2014 and will provide updates on major projects and coming attractions.

PRESENTER(S): David Guhin, Director of Utilities and Hal Furman, The Furman Group

PRESENTER: Colleen Ferguson, Deputy Director Engineering Services

No action was taken by the Board.

No action was taken by the Board.

3.2 NUTRIENT OFFSET PROGRAM UPDATE

Chairman Galvin stated that Consent item 6.1 would be pulled from the Consent agenda for discussion.

BACKGROUND: The Santa Rosa Subregional Reclamation System is subject to a zero or no net nutrient loading requirement for its discharge to surface water. The City must identify, plan, obtain approval and implement nutrient offset projects as described in the Santa Rosa Nutrient Offset Program adopted by the Regional Water Quality Control Board. Compliance with the zero or no net loading requirement will be determined using a 3-year average of the net nutrient load beginning in 2017. Since the April 4, 2013 Study Session, staff has continued to develop several nutrient offset projects and will provide an update to the

CONSENT ITEMS

6.1 APPROVAL OF PROPOSED AMENDMENT NO. 4 TO THE PROFESSIONAL SERVICES AGREEMENT WITH SONOMA RESOURCE CONSERVATION DISTRICT FOR NUTRIENT OFFSET PROGRAM DEVELOPMENT AND SUPPORT

Rita Miller, Deputy Director Environmental Services reported that an amended scope with a revised budget had been provided to the Board.

MOTION:

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Board Member Arnone moved a motion to approve Amendment No. 4 to the Professional Services Agreement with the Sonoma Resource Conservation District to expand the scope of work for Nutrient Offset Program development and support increasing the budget in the amount of \$69,466, for a total budget of \$751,808. The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (1) Dowd ABSTAIN (0) VACANT (1)

REPORT ITEMS

**7.1 REPORT - CONTRACT AWARD –
ADMINISTRATION DRIVE SEWER
IMPROVEMENTS**

Chairman Galvin stated that the item was a quasi-judicial/adjudicative matter. For that reason, he asked Board Members to disclose any ex parte contacts regarding this matter.

No members made any disclosures.

BACKGROUND: The Project involves abandonment of approximately 1,600 linear feet of the existing 15-inch reinforced concrete sewer main that currently extends along the north bank of Paulin Creek and installation of a new 15-inch PVC sewer main on the north side of Administration Drive within the roadway alignment. The Project was advertised on May 12, 2014, and bids were received on May 27, 2014. A total of five (5) bids were received, ranging from \$684,500.00 to \$878,335.00. A non-responsive bid in the amount of \$684,500.00 was received from Coastside Concrete of Santa Rosa, CA. A responsive bid from Team Ghilotti Inc. was received in the amount of \$821,768.00.

RECOMMENDATION: Engineering Services recommends that the Board adopt a Resolution: 1) rejecting the bid of Coastside Concrete of Santa Rosa, California for the Administration Drive Sewer Improvements Construction project ("Project") as non-responsive; 2) awarding a Project construction contract in the amount of \$821,768.00 to the lowest responsible bidder, Team Ghilotti, Inc., of Petaluma, CA, Contract No. C00474, approving a 15% contract contingency and authorizing a total contract amount of

\$945,033.20; and 3) authorizing the Director of Utilities or his designee to approve and execute the Streambed Alteration Agreement with the California Department of Fish and Wildlife.

PRESENTER(S): Lori Urbanek, Supervising Engineer

MOTION:

Board Member Steffensen moved to approve Resolution No. 1071, as amended and presented by staff, entitled "Resolution of the Board of Public Utilities Rejecting the Bid of Coastside Concrete of Santa Rosa, California for Administration Drive Sewer Improvements Project, Awarding Contract No.C00474 to Team Ghilotti, Inc., of Petaluma, CA, and Ratifying the Steambed Alteration Agreement". The motion was seconded by Board Member Kaun and carried unanimously. AYES (5) NO (0) ABSENT (1) Dowd ABSTAIN (0) VACANT (1)

7.2 REPORT - WATER SUPPLY UPDATE

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

PRESENTER(S): Jennifer Burke, Deputy Director Water and Engineering Resources & Mike Prinz, Deputy Director Subregional Operations

Brenda Adelman, Russian River Watershed Protection Committee expressed appreciation of the work done by City staff and suggested that mandatory conservation with higher rates for high use customers, be implemented to encourage additional conservation. She expressed concern that the usage of the water contractors' has only shown an overall decrease of 2%.

No action was taken by the Board.

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE

9. REFERRALS - NONE

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10. WRITTEN COMMUNICATION (And Possible Board Action)

10.1 Memo dated June 5, 2014 from David Guhin, Director of Utilities re: Quarterly Capital Improvement Program Projects Update: January-March 2014; included in packet

Dan Galvin

10.2 Memo dated July 3, 2014 from David Guhin, Director of Utilities re: Minor Contract Award – Contract No. C01930 Santa Rosa Utilities On-Call Sewer and Water Repair and Installation – Phase 13; included in packet

Gina Perez

11. SUBCOMMITTEE REPORTS

Chairman Galvin reported that the Expanded Water Supply group will be meeting in late July.

Board Member Holt reported that the Contract Review Subcommittee met on June 24.

12. BOARD MEMBER REPORTS

Board Member Arnone reported on his recent tour of the Laguna Treatment Plant.

13. DIRECTORS REPORT

David Guhin, Director of Utilities reported that staff participated in the Mike Hauser Algebra Academy which is sponsored by the Chamber of Commerce. He acknowledged the efforts of Mike Prinz and Joe Schwall for their work on the UV system at the Plant. And finally, he discussed the recent audit conducted by the Regional Water Quality Control Board of the Plant operations and recycled water services.

14. ADJOURNMENT OF MEETING

At 3:24 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, July 17, 2014 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.