

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, JULY 18, 2013
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:34 p.m. Mayor's Conference Room – Room 10

approximately 2:25 p.m.

ROLL CALL

Present (6) Vice Chair Galvin, Board Members Carney, Dowd, Holt, Kaun and Steffensen

Absent (1) Chairman Gale

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

Board Member Carney stated that he would be abstaining from item 7.1 because one of his businesses is a recycled water customer in Santa Rosa.

Board Member Steffensen stated that he would be abstaining from item 6.1 and 6.2 because the low bidders are Union contractors and he worked with the Union apprenticeship program within the last 12 months.

STUDY SESSION

3.1 WHOLESALE-RETAIL RECYCLED WATER AGREEMENT WITH ROHNERT PARK

Jennifer Burke, Deputy Director Environmental Services presented an overview of a possible wholesale-retail relationship for recycled water service between the Subregional System and the City of Rohnert Park to the Board of Public Utilities. Currently the City of Santa Rosa, as operator of the Subregional System, provides retail services for the Rohnert Park recycled water system. With the expansion of the Santa Rosa Recycled Water Pilot Project, a wholesale-retail model was created between the Subregional System and the Local Water system. Discussions have begun with the City of Rohnert Park to evaluate a similar wholesale-retail relationship between the Subregional System and the City of Rohnert Park. Staff responded to Board questions and no action was taken.

Adjourn Study Session and reconvene to open session in City Council Chamber at

MINUTES APPROVAL

Board Member Dowd moved the approval of the minutes for May 2, 2013. The motion was seconded by Board Member Carney and carried unanimously. AYES (6) NO (0) ABSENT (1) Gale ABSTAIN (0)

STAFF BRIEFING

5.1 COMBINED HEAT AND POWER PROJECT: SELF GENERATION INCENTIVE PROGRAM (SCIP) STATUS

Mike Prinz, Deputy Director Subregional Operations, briefly discuss the SGIP program as it relates to the Combined Heat and Power Project (CHP). He updated the Board regarding the status of the SGIP application related to the CHP and reported that the application has been approved and a rebate in the amount of \$2,375,000.00 will be given to the department.

CONSENT ITEMS

Board Member Holt moved a motion to pull Consent item 6.2 from the Consent agenda for discussion. The motion was seconded by Board Member Carney and carried unanimously. AYES (5) NO (0) ABSENT (1) Gale ABSTAIN (1) Steffensen

At 2:39 p.m., Board Member Steffensen left the dais.

6.2 CONSTRUCTION AWARD – BRENTWOOD DR, CHURCH ST, SHERIDAN DR AND SPRING CREEK DR SEWER AND WATER IMPROVEMENTS

Board Member Holt asked for and received clarification on the clerical error that was made on Argonaut Constructors bid.

MOTION:

Board Member Holt moved to approve Resolution No. 1048 entitled "Resolution of the Board of Public Utilities of the City of Santa Rosa Relieving Argonaut Constructors of Santa Rosa, Ca of its Bid and Awarding

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Contract No. C00424 to Team Ghilotti, Inc. of Petaluma, Ca, for Brentwood Dr, Church St, Sheridan Dr and Spring Creek Dr Sewer and Water Improvements." The motion was seconded by Board Member Kaun and carried unanimously. AYES (5) NO (0) ABSENT (1) Gale ABSTAIN (1) Steffensen

6.1 CONTRACT AWARD – BUSH STREET AND SOUTH E STREET SEWER, WATER AND STORM DRAIN IMPROVEMENTS

MOTION:

Board Member Dowd moved a motion to award a construction contract in the total amount of \$1,348,900.80 to the lowest responsive bidder, Team Ghilotti, Inc., of Petaluma, CA, for Bush Street and South E Street Sewer, Water and Storm Drain Improvements and approve a construction contingency of 15 percent. The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (1) Gale ABSTAIN (1) Steffensen

Board Member Steffensen returned to the dais at 2:41 p.m.

6.3 CONTRACT AWARD – SODIUM HYPOCHLORITE SUPPLY

MOTION:

Board Member Dowd moved a motion to approve a one-year contract with four one-year renewal options, for the delivery of sodium hypochlorite, with Olin Corporation, dba Olin Chlor Alkali, Tracy, California, for the total amount of \$124,116.37. The motion was seconded by Board Member Holt and carried unanimously. AYES (6) NO (0) ABSENT (1) Gale ABSTAIN (0)

Vice Chair Galvin announced that he would be leaving at 3:00 p.m. and Board Member Dowd would Chair the remainder of the meeting.

Board Member Carney left the dais at 2:42 p.m. indicating he would be leaving for the remainder of the meeting because he is abstaining from item 7.1.

REPORT ITEMS

7.1 SUBREGIONAL SYSTEM 2013 RECYCLED WATER PRICING POLICY, ADOPTION OF A WHOLESALE RECYCLED WATER RATE FOR INTERRUPTIBLE SERVICE AND AMENDMENT TO THE WHOLESALE RECYCLED WATER RATE FOR NON-INTERRUPTIBLE SERVICE

Jennifer Burke, Deputy Director Environmental Services gave the staff presentation.

MOTION:

Board Member Dowd moved to approve Resolution No. 1049 entitled "Resolution of the Board of Public Utilities Adopting the Santa Rosa Subregional System 2013 Recycled Water Pricing Policy and Recommending that the City Council Adopt a Wholesale Recycled Water Rate for Interruptible Service and Decrease the Existing Wholesale Recycled Water Rate for Non-Interruptible Service." The motion was seconded by Board Member Steffensen and carried unanimously. AYES (5) NO (0) ABSENT (1) Gale ABSTAIN (1) Carney

Vice Chair Galvin left for the remainder of the meeting.

7.2 SUMMER 2013 20-GALLON CHALLENGE WATER-USE EFFICIENCY PUBLIC AWARENESS PROGRAM

Gail Chavez, Water Resources Specialist gave the staff presentation.

Brenda Adelman, Russian River Watershed Protection Committee spoke about concern that mandatory restrictions have not kicked in and added that rain helped for a time but now flows are lower again and causing algae and bacteria in the river.

MOTION:

Board Member Steffensen moved to approve Resolution No. 1050 entitled "Resolution of the Board of Public Utilities Supporting Summer 2013 20-Gallon Challenge Water-Use Efficiency Public Awareness Program."

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The motion was seconded by Board Member Holt and carried unanimously. AYES (4) NO (0) ABSENT (3) Gale, Galvin, and Carney ABSTAIN (0)

At 3:22 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, August 1, 2013 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

7.3 WATER SUPPLY UPDATE

Glen Wright, Deputy Director Water and Engineering Resources, updated the Board on various water supply topics and provided a handout of the most recent information provided on the U.S. Geological Survey Santa Rosa Plain Groundwater Study.

Stephen Gale

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE

9. REFERRALS - NONE

Gina Perez

10. WRITTEN COMMUNICATION (And Possible Board Action)

10.1 Memo from David Guhin, Director of Utilities re: Minor Contract Award – Laguna Treatment Plant On-Call Repair and Installation – Phase 3; included in packet

10.2 Memo from David Guhin, Director of Utilities re: Minor Contract Award – Santa Rosa Utilities On-Call Sewer and Water Repair and Installation – Phase 12; included in packet

11. SUBCOMMITTEE REPORTS - NONE

12. BOARD MEMBER REPORTS

Board member Kaun reported that she will be absent on August 15, 2013.

13. DIRECTORS REPORT

David Guhin, Director of Utilities reported that Santa Rosa will be hosting the ACWA Take it from the Tap event on July 19th; indicated he continues to participate in the Water Bond Coalition calls; provided an update on various Capital Improvement Projects; and explained that staff is preparing comments on the NPDES permit which are due on Monday and scheduled for adoption by the Regional Board on August 22, 2013.

14. ADJOURNMENT OF MEETING