

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, MAY 21, 2009
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:33 p.m. Mayor's Conference Room

ROLL CALL

Present (6) Chairman Dowd, Vice Chair Swinth, Board Members Galvin, Holt, Lowe and Meechan

Absent (1) Board Member Gale

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

Board Member Lowe stated he would be abstaining from the approval of the May 7, 2009 minutes. Chairman Dowd stated he would be abstaining from Consent Item 6.2 because he has a business relationship with the low bidder.

STUDY SESSION

3.1 REVIEW OF 2008/09 WATER AND WASTEWATER RESERVES AND MID-YEAR CAPITAL IMPROVEMENT PROGRAM CHANGES

Linda Reed, Administrative Services Officer gave the staff presentation and briefly reviewed the Utilities Reserve Policy that was approved by BPU and City Council in 2006. Ms. Reed explained that the Policy establishes the intended use of the various reserves and the desired level of each of the funds. Those funds include the Operating Reserves; Catastrophic Reserves; Designated Reserves; Capital Improvement Program (CIP) Reserves; and the Operating Rate Stabilization Reserves. Ms. Reed then provided information on the 2008/09 water and wastewater CIP reserve shortfalls and identified necessary adjustments to the CIP budget.

Adjourn study session and reconvene to open session in City Council Chamber at approximately 2:14 p.m.

Molly Dillon, Assistant City Attorney announced that there was no need for the closed session item listed on the agenda.

MINUTES APPROVAL

Board Member Galvin moved approval of the minutes of May 7, 2009. The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (1) Gale ABSTAIN (1) Lowe

STAFF BRIEFINGS - NONE

CONSENT ITEMS

6.1 BID AWARD – GEYSERS RECHARGE LLANO PUMP STATION EXPANSION

MOTION:

Vice Chair Swinth moved a motion to award a construction contract in the total amount of \$199,338.00 to the lowest responsive bidder, Sonoma Engineering, Inc. of Healdsburg, CA, for Geysers Recharge Llano Pump Station Expansion and approve a construction contingency of 15 percent. The motion was seconded by Board Member Holt and carried unanimously. AYES (6) NO (0) ABSENT (1) Gale ABSTAIN (0)

6.2 BID AWARD – 7TH STREET SEWER AND WATER MAIN REPLACEMENT

MOTION:

Board Member Lowe moved a motion to award a construction contract in the total amount of \$1,299,651.25 to the lowest responsive bidder, North Bay Construction, Inc. of Petaluma, CA, for 7th Street Sewer and Water Main Replacement and approve a construction contingency of 15 percent. The motion was seconded by Board Member Galvin and carried unanimously. AYES (5) NO (0) ABSENT (1) Gale ABSTAIN (1) Dowd

6.3 BID AWARD – 230KW PORTABLE GENERATOR

MOTION:

Vice Chair Swinth moved a motion authorizing the award of a purchase order for one 230KW portable generator unit to the lowest responsive and responsible bidder, Peterson Power Systems, Inc., San Leandro, CA. The total amount of the award is \$125,924. The motion was seconded by Board Member Holt

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and carried unanimously. AYES (6) NO (0)
ABSENT (1) Gale ABSTAIN (0)

**6.4 WAIVER OF COMPETITIVE BIDDING
AND SOLE SOURCE AWARD –
ULTRAVIOLET SYSTEM PARTS**

MOTION:

Vice Chair Swinth moved to approve Resolution No. 954 entitled “Resolution of the Board of Public Utilities Waiving Competitive Bidding and Authorizing the Award of a Sole Source Blanket Purchase Order for Ultraviolet System Inventory Parts to DC Frost Associates, Inc., Walnut Creek, California.” The motion was seconded by Board Member Holt and carried unanimously. AYES (6) NO (0) ABSENT (1) Gale ABSTAIN (0)

**6.5 CONTRACT EXTENSION – SIEMENS
CONTROL SYSTEMS HVAC
MAINTENANCE**

MOTION:

Vice Chair Swinth moved a motion to authorize Amendment No.2 to Contract No. 07-8582 for Siemens control systems HVAC maintenance with Siemens Building Technologies, Inc., Hayward, California, to extend the contract for an additional one-year term with no increase in contract unit prices. The total amount of the contract amendment is \$39,543.76. The motion was seconded by Board Member Holt and carried unanimously. AYES (6) NO (0) ABSENT (1) Gale ABSTAIN (0)

**6.6 BID AWARD – CENTRALIZED
CASHIERING SYSTEM SOFTWARE AND
SERVICES**

MOTION:

Vice Chair Swinth moved a motion to authorize the award of bid and issuance of a contract for centralized cashiering system software and maintenance services to System Innovators, a Division of N. Harris Computer Corporation, Jacksonville, Florida, in the total amount of \$258,138. The motion was seconded by Board Member Holt and carried unanimously. AYES (6) NO (0) ABSENT (1)

Gale ABSTAIN (0)

REPORT ITEMS

**7.1 REPORT – REVISED AND NEW SEWER
AND WATER CONSTRUCTION
STANDARDS**

Andrew Allen, Supervising Engineer gave the staff presentation. He explained that the Utilities Department and the Engineering Contractors Association (ECA) have worked together to revise existing standards and create new standards. New standards include a new type of sewer cleanout, a new backwater valve and new water service sizes and material. Mr. Allen presented diagrams of the standards and stated that the revised and new sewer and water standards are mutually beneficial to the City, the Utilities Department, the development community and the local contractors. He further stated that updates will be done on a more frequent basis since the last update was done back in 2002.

MOTION:

Vice Chair Swinth moved to approve Resolution No. 955 entitled “Resolution of the Board of Public Utilities Recommending that the City Council Adopt the Revised and New Sewer and Water Construction Standards.” The motion was seconded by Board Member Lowe and carried unanimously. AYES (6) NO (0) ABSENT (1) Gale ABSTAIN (0)

7.2 WATER SUPPLY UPDATE

Dan Carlson, Deputy Director Utility Operations provided an update on the Storage and Operations Curve and explained that while one more rain event would be beneficial to the system, there should be sufficient water for the irrigation season.

**8. PUBLIC COMMENTS ON NON-AGENDA
MATTERS**

9. REFERRALS

**10. WRITTEN COMMUNICATION (And
Possible Board Action)**

11. SUBCOMMITTEE REPORTS - NONE

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12. BOARD MEMBER REPORTS

Chairman Dowd reported that he and Vice Chair Swinth continue to meet with Mayor Gorin, Vice Mayor Vas Dupre and staff to find areas where the relationship with the Sonoma County Water Agency and Water Contractors can be improved so the focus can shift to establishing a more reliable potable water supply.

Richard Dowd

Gina Perez

13. DIRECTORS REPORT

David Guhin, Deputy Director Engineering Services reported that the Santa Rosa Wastewater Treatment and Water Reuse System achieved the remarkable milestone of 100 percent recycling with zero discharge to the Russian River for the winter of 2008-09. It is the first time in the system's history that this milestone has been achieved and is unprecedented for a system of this size. Water conservation, inflow and infiltration reduction programs, reuse through urban and agricultural irrigation storage for summer 2009 irrigation, and green power generation through injection at the Geysers steamfield used all of the recycled water produced between May 15, 2008 and May 14, 2009 and no discharge to the Russian River occurred.

Mr. Guhin also reported that Capital Improvement Projects continue to come in close to 30% below engineer's estimates and therefore the teams are working to get more projects out as the good bidding climate continues. He then reported that on July 23, 2009, the Basin Plan Amendment is being heard by the Regional Water Quality Control Board.

14. ADJOURNMENT OF MEETING

At 2:52 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, June 4, 2009 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.