

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, SEPTEMBER 18, 2014
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:32 p.m. City Council Chamber

ROLL CALL

Present (1) Vice Chair Kaun, Board Members Arnone, Dowd, Holt and Steffensen

Absent (1) Chairman Galvin

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

No statements of abstention were made.

STUDY SESSION - NONE

MINUTES APPROVAL

Board Member Holt moved to approve the minutes from August 21, 2014. The motion was seconded by Board Member Arnone. AYES (5) NO (0) ABSENT (1) Galvin ABSTAIN (0) VACANT (1)

The approval of the minutes for September 4, 2014 was deferred until the next Board meeting.

STAFF BRIEFINGS - NONE

6. CONSENT ITEMS

6.1 CONTINGENCY INCREASE – MEADOW LANE EFFLUENT STORAGE FACILITIES POND C REPAIR

MOTION:

Board Member Dowd moved a motion to authorize an increase in construction contingency in the amount of \$190,000.00 for a total contingency amount of \$384,999.85 for Meadow Lane Effluent Storage Facilities Pond C Repair project. The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (1) Galvin ABSTAIN (0) VACANT (1)

6.2 ENERGY OPTIMIZATION PLAN CONTRACT AMENDMENT NO. 2

MOTION:

Board Member Dowd moved a motion to approve Amendment No.2 to the Professional Services Agreement with Kennedy/Jenks Consultants, Inc. for an amount not to exceed \$19,500 to evaluate the potential energy and cost savings associated with modifying the Delta Pond pump station and the E-Station in conjunction with the West College storage pond for a total contract amount not to exceed \$207,900.00. The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (1) Galvin ABSTAIN (0) VACANT (1)

6.3 CONTRACT AWARD – MONTGOMERY DR, PIERCE ST & 2ND ST SEWER AND WATER IMPROVEMENTS

MOTION:

Board Member Dowd moved a motion to award Construction Contract No. C00211 in the amount of \$1,459,810.25 to the lowest responsive bidder, Team Ghilotti, Inc., of Petaluma, California for Montgomery Dr, Pierce St and 2nd St Sewer and Water Improvements, approve a 15% contract contingency, and authorize a total contract amount of \$1,678,781.78. The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (1) Galvin ABSTAIN (0) VACANT (1)

REPORT ITEMS

7.1 REPORT - APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH GHD, INC. FOR PREPARATION OF A SUBREGIONAL WATER RESOURCES RECOVERY FACILITIES MASTER PLAN

BACKGROUND: There have been a number of reports, technical memorandums, plans and studies completed on separate operations of the Subregional Water Resources Recovery Facilities. Staff desired a more comprehensive Plan that would compile and analyze all of the existing information, identify any gaps, develop and prioritize needed Capital Improvement Projects, and inform and direct operations over the next 5 to 10 years.

RECOMMENDATION: It is the recommendation of the Contract Review

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Subcommittee and the Utilities Department staff that the Board of Public Utilities, by motion, approve a Professional Services Agreement with GHD, Inc. to prepare a Subregional Facilities Master Plan in an amount not to exceed \$637,150 and authorize the Chair to sign the Agreement.

PRESENTER(S): Steve Allen, Supervising Engineer

MOTION:

Board Member Dowd moved a motion to approve a Professional Services Agreement with GHD, Inc. to prepare a Subregional Facilities Master Plan in an amount not to exceed \$637,150 and authorize the Chair to sign the Agreement. The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (1) Galvin ABSTAIN (0) VACANT (1)

7.2 REPORT - UPDATE ON SONOMA CLEAN POWER AND PG&E COMPARISON FOR CITY OF SANTA ROSA ACCOUNTS

BACKGROUND: In July 2014, the City Council approved joining Sonoma Clean Power (SCP), allowing SCP to provide electricity service within the City's jurisdiction in Phase 2 (beginning December 2014). By law, all accounts are automatically enrolled, but there is no charge to "opt-out" (return to PG&E) during the eligibility period (November 2014 through February 2015). After February 2015, the City can still "opt-out" but must pay \$25 per account to do so. Staff examined SCP and PG&E rates, projected costs, and greenhouse gas (GHG) emissions to determine which City accounts, if any, to "opt out" of SCP before the eligibility period ends.

RECOMMENDATION: No action is required. Staff will advise the Board of the results of its examination and its recommendation to Council. The Board may discuss this item and give direction to staff.

PRESENTER(S): Colin Close, Research and Program Coordinator

Board Member Dowd explained that he is on the Business Operations committee of

Sonoma Clean Power. Because he receives no compensation from both Boards and this item is purely informational, he will not be recusing himself from this item.

No action was taken for this item.

7.3 REPORT – CONTRACT AWARD - FARMERS LANE WELL WATER FLUSHING MAIN

BACKGROUND: Due to the project's complexity and schedule constraints, staff recognized the need to schedule this item on the Board's agenda while the project was out to bid. By awarding the contract on September 18, 2014, it is possible to complete construction by early November. This work is required to facilitate the optimization testing and rehabilitation of the Farmers Lane Wells. Project bids will be submitted to the City on September 15, 2014, and completed agenda packets will be furnished to the Board on September 18, 2014

RECOMMENDATION: Capital Projects Engineering (a division of Engineering Services) staff recommends that the Board, by motion, award construction contract number C01933 in the amount of \$616,340.00 to the lowest responsive bidder, Team Ghilloti Inc., of Petaluma, CA, for Farmers Lane Well Water Flushing Main, approve a 20% contract contingency, and authorize a total contract amount of \$739,608.00.

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

MOTION:

Board Member Dowd moved a motion to award construction contract number C01933 in the amount of \$616,340.00 to the lowest responsive bidder, Team Ghilloti Inc., of Petaluma, CA, for Farmers Lane Well Water Flushing Main, approve a 20% contract contingency, and authorize a total contract amount of \$739,608.00. The motion was seconded by Board Member Holt and carried unanimously. AYES (5) NO (0) ABSENT (1) Galvin ABSTAIN (0) VACANT (1)

7.4 REPORT - WATER SUPPLY UPDATE

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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 and Mike Prinz, Deputy Director Subregional Operations

Dan Galvin

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS – NONE

Gina Perez

9. REFERRALS - NONE

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

11. SUBCOMMITTEE REPORTS - NONE

12. BOARD MEMBER REPORTS

Board Member Steffensen announced that he would be absent from the November 6th meeting.

13. DIRECTORS REPORT

David Guhin, Director of Utilities reported that the City Council approved the Board's recommendation for demand fees. The Council also unanimously approved the Groundwater Management Plan. He further reported on the recent article in the Press Democrat, explained that talking points were being developed for the Board and Council and noted that Vice Chair Kaun gave an interview to KSRO Radio and that it was available on their website for those interested in listening. He announced that the October 2 meeting would be cancelled. Finally, he reported that the new City Manager would be attending the October 16th meeting to meet the Board Members.

14. ADJOURNMENT OF MEETING

At 2:22 p.m. the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, October 16, 2014 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.