



**SANTA ROSA
BOARD OF PUBLIC UTILITIES
REGULAR MEETING AGENDA
CITY COUNCIL CHAMBER, 100
SANTA ROSA AVENUE
MARCH 19, 2015**

1:30 p.m., Mayor's Conference Room - Room 10

1. CALL TO ORDER AND ROLL CALL
2. STATEMENTS OF ABSTENTION BY BOARD MEMBERS
3. STUDY SESSION

3.1 PRINCIPALS OF ASSET MANAGEMENT

BACKGROUND: Staff will present a brief overview of the Utilities Department Asset Management (AM) program. The AM Section of Utilities develops the City-wide Capital Improvement Program (CIP) on an annual basis. This is a rigorous and collaborative process that utilizes advanced AM principles. This presentation will highlight some of those principles and the process AM uses to develop the CIP. No action is requested, but the Board may discuss this item and give direction to staff.

Power Point Presentation (added 03/19/15) 

**3.2 WATER, WASTEWATER AND SUBREGIONAL 2015/16 CAPITAL
IMPROVEMENT PROGRAM BUDGET REVIEW**

BACKGROUND: The Board of Public Utilities at their meeting on April 2, 2015 will be asked to recommend the water, wastewater and Subregional system capital improvement program to the City Council. Staff will review the new and carryover projects and programs included in the 2015/16 request. The Board may ask questions and discuss the requested funding.

Power Point Presentation (added 03/19/15) 

3.3 2015/16 WATER, WASTEWATER AND SUBREGIONAL REVENUE ASSUMPTIONS AND PROPOSED OPERATIONS AND MAINTENANCE BUDGET REVIEW

BACKGROUND: The Utilities Department manages the City of Santa Rosa's water and wastewater enterprise funds under the guidance of the Board of Public Utilities (BPU) per the City Charter. The BPU, at their April 2, 2015 meeting, will be asked to recommend proposed fiscal year water, wastewater, and Subregional system budgets to the City Council. Staff will review 2015/16 revenue assumptions and proposed water, wastewater, and Subregional system fund operations and maintenance budgets at this study session. The Board may ask questions and discuss the assumptions and preliminary budget.


Power Point Presentation (added 03/19/15) 


3.4 ADJOURN STUDY SESSION AND RECONVENE TO OPEN SESSION IN CITY COUNCIL CHAMBER

PUBLIC COMMENTS ON AGENDA ITEMS:Â Except for public hearing items, comments from the public will be allowed on all agenda items at the time each item is called. Comments on public hearing items may be made when the hearing is opened.

PUBLIC COMMENTS ON NON-AGENDA ITEMS:Â Comments from the public on non-agenda items will be heard under Agenda Item 8.

4. MINUTES APPROVAL - February 19, 2015 and March 5, 2015


Draft Minutes for February 19, 2015 (added 03/19/15) 

Draft Minutes for March 5, 2015 (added 03/19/15) 

5. STAFF BRIEFINGS This time is reserved for staff to brief the Board on departmental issues of interest. No action will be taken on these matters except to possibly place a particular item on a future agenda for Board consideration.

5.1 QUARTERLY REPORT ON CAPITAL IMPROVEMENT PROGRAM PROJECTS

BACKGROUND: Staff will provide an update on Capital Improvement Program (CIP) projects. The briefing will summarize expenditures, fund transfers and carryover from October to December 2014 and will provide updates on major projects and coming attractions. CIP projects provide the infrastructure that is critical to the economic vitality and quality of life in Santa Rosa. The Board may discuss this item and give direction to staff.


Power Point Presentation (added 03/19/15) 

6. CONSENT ITEMS

6.1 BID AWARD AND ISSUANCE OF CONTRACT - DEWATERING POLYMER

RECOMMENDATION: It is recommended by Finance and Utilities Department staff that the Board of Public Utilities, by motion, authorize the award of bid and issuance of a one-year term contract, with four one-year extension options, for the supply of dewatering polymer to the Laguna Wastewater Treatment Plant to SNF Polydyne, Inc., Riceboro, Georgia, in the amount of \$500,000. Funds required for this operational expense have been allocated in the fiscal year 2014-15 fiscal year budget of the Utilities Department in 130802-5329 and will be included in fiscal year 2015-16 budget when approved by City Council.


Staff Report 

Agreement 

6.2 APPROVAL OF AGREEMENT FOR FUNDING OF ROBLES AVENUE SEWER MAIN REPLACEMENT PROJECT DESIGN

RECOMMENDATION: The Contract Review Subcommittee and the Utilities Department staff recommend that the Board of Public Utilities, by motion, approve the Agreement for Funding of Robles Avenue Sewer Main Replacement Project Design.

Staff Report 

Agreement 

7. REPORT ITEMS

7.1 AGREEMENT FOR ENERGY OPTIMIZATION PLAN PROJECT PART 2


BACKGROUND: The purpose of the Energy Optimization Plan (EOP) is to identify potential practices, programs, and projects for optimizing energy use in cost-effective ways. The Board of Public Utilities (BPU) approved an agreement and two subsequent amendments to the agreement with Kennedy/Jenks Consultants, Inc., (K/J) for the first stage of work on an EOP for the Subregional System. K/J has completed the first phase of work, including developing a comprehensive scope of work, conducting detailed energy and process efficiency audits of the Subregional System, completing assessments of large recycled pump stations, and facilitating a brainstorming session with staff. The findings and recommendations are documented by K/J in a series of Technical Memorandums. At the request of staff, K/J has provided a scope of work and fee schedule for the next stages of work on the EOP for the Subregional System. The scope for Part 2 includes analyzing five potential energy optimization projects that were identified in a brainstorming session with staff in July 2014. The scope for Part 3 includes developing an Action Plan for prioritizing and implementing the recommendations of Part 1 and Part 2 and writing a report outlining the EOP process and results.


RECOMMENDATION: It is recommended by the Contract Review Subcommittee and Utilities Department staff that the Board of Public Utilities, by motion, approve the Professional Services Agreement with Kennedy/Jenks Consultants, Inc. for an amount not to exceed \$121,960 to conduct Part 2 of the Subregional Energy Optimization Plan.

Staff Report 

Staff Update from Subcommittee 

Technical Memorandum 

Agreement 

Power Point Presentation (added 03/19/15) 

7.2 REPORT - SONOMA COUNTY WATER AGENCY 2015/16 WATER TRANSMISSION BUDGET AND WATER RATE INCREASE

BACKGROUND: Sonoma County Water Agency (SCWA) staff presented the proposed 2015/16 Water Transmission System budget to the SCWA Technical Advisory Committee (TAC) on March 2, 2015. The SCWA proposed to increase rates for wholesale water on the Santa Rosa Aqueduct by 4.16% or from \$730.68 per acre foot to \$761.05 per acre foot.

RECOMMENDATION: The Utilities Department recommends that the Board consider the SCWA budget and proposed water rate increase and, by motion, make a recommendation to the City Council regarding Council's direction to its Water Advisory Committee representative.

Staff Report 

Attachment 

Power Point Presentation (added 03/19/15) 

7.3 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.


Power Point Presentation (added 03/19/15) 

8. PUBLIC COMMENTS ON NON-AGENDA MATTERS This is the time when any person may address the Board of Public Utilities on matters not listed on this agenda, but which are within the subject matter jurisdiction of the Board. Each speaker is allowed three minutes. To address the Board you are requested to complete the blue Speaker's Card and give it to the Board Secretary.

9. REFERRALS

10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION/ ACTION)

- 10.1 Memo dated March 19, 2015 from David Guhin, Director of Utilities re: Quarterly Capital Improvement Program Projects Update: October - December 2014; included in packet

Memo 

Attachment 1 

Attachment 2 

Attachment 3 

11. SUBCOMMITTEE REPORTS

12. BOARD MEMBER REPORTS

13. DIRECTORS REPORT

14. ADJOURNMENT OF MEETING



The City of Santa Rosa does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings are available by contacting the Board Secretary at 543-4202 or one week prior to the meeting. For TDD call (707) 543-3063 **Meeting information can also be accessed via the internet at <http://srcity.org>**

