

**PINOLE / HERCULES
Wastewater Subcommittee**

**Draft Minutes prepared by: Anita Tucci-Smith
April 17, 2014
8:30 A.M.**

The meeting was hosted by the City of Pinole in the City Council Chambers of City Hall.

Tim Banuelos, Mayor of Pinole, called the meeting to order at 8:34 A.M.

1. CALL TO ORDER

Subcommittee Members Present:

Tim Banuelos, Mayor, City of Pinole
Debbie Long, Councilmember, City of Pinole
Sherry McCoy, Vice Mayor, City of Hercules
Dan Romero, Councilmember, City of Hercules

Subcommittee Members Absent:

None

Staff Present:

Belinda Espinosa, City Manager, Pinole
Dean Allison, Public Works Director/City Engineer, Pinole
Ron Tobey, Plant Manager, Pinole
Phil Batchelor, Interim City Manager, Hercules
Jeff Brown, Public Works Manager, Hercules

Member(s) of the Public:

Chris Davenport, The Covello Group
Mallika Ramanathan, HDR Engineering, Inc.
Brian Danley, Harris & Associates
Anthony Guterrez, Pinole Resident
James Tillman, Pinole Resident

2. FLAG SALUTE

Pinole Mayor Banuelos led the Pledge of Allegiance.

3. INTRODUCTION OF PARTICIPANTS

4. PUBLIC COMMENTS

Jim Tillman, Pinole, expressed concern with the history of the agreement between the cities of Pinole and Hercules; the author of the most recent agreement between the two cities; the West County flow; and the bonds.

Mr. Tillman stated he had checked on the agreement, had found some inconsistency in how the agreement had been reached and approved, had concern with the legality of the agreement, and had concerns that Pinole residents were paying a disproportionate share of the costs for plant upgrades.

Belinda Espinosa, Pinole City Manager, explained that the City of Pinole would not be issuing bonds jointly; the City would stand alone on all financial matters, and would invoice Hercules to pay its portion. There were independent applications before the State Revolving Loan Fund and each or both could or could not be funded. She emphasized that there would be no commingling of funds. She also clarified again that the JPA was a Joint Project Agreement and not a Joint Powers Authority.

5. APPROVAL OF THE FEBRUARY 27, 2014 MINUTES

Hercules Councilmember McCoy requested a correction to the minutes to show that Debbie Long had incorrectly been shown as Mayor of Pinole.

Action: Motion by Hercules Councilmember McCoy, seconded by Pinole Councilmember Long to approve the minutes of the February 27, 2014 meeting, as amended to show that Debbie Long was a Councilmember and not Mayor, carried by the following vote:

Ayes:	Long, McCoy, Romero, Banuelos
Noes:	None
Abstain:	None
Absent:	None

6. PEER REVIEW AND VALUE ENGINEERING REVIEW OF PLANT UPDATES

Chris Davenport, The Covello Group, provided a PowerPoint presentation on the Peer Review and Value Engineering Report, and The Covello Group's recommendations after the review of the preliminary engineering study to improve the design of the plant upgrades or to reduce costs.

Mallika Ramanathan, HDR Engineering, Inc., spoke to the recommendations offered by the Peer Review and stated that of the 75 recommendations the majority were being incorporated into the design. Of those 75 recommendations, only 19 would not be incorporated into the design of the plant upgrades.

Dean Allison, Public Works Director/City Engineer, Pinole, clarified when asked, that the Peer Review recommendation for redundant pumps related to the deep outfall line had been declined after a thorough evaluation, and the report that documented that evaluation could be shared with the Wastewater Subcommittee. As to schedule, he reported that the 65 percent plans were expected to be submitted in early May.

The Wastewater Subcommittee received the PowerPoint report on the Peer Review and Value Engineering Report.

7. PROCUREMENT OF CONSTRUCTION MANAGEMENT SERVICES

Mr. Allison highlighted a recent meeting with the Regional Water Quality Control Board (RWQCB) and emphasized that the schedule was critical in that any delay in the process here on out would delay the completion of the project. He explained that the procurement of Construction Management services was critical now given the anticipated 65 percent plans from HDR Engineering in May and because the Construction Manager would perform a constructability review of the plans before completion. The City had issued a Request for Proposal (RFP), four firms had responded, proposals were now under review, and interviews had been scheduled for April 21, 2014. The Construction Manager was expected to be selected soon thereafter with final terms to be negotiated. He requested a special meeting on May 8, 2014 at 8:30 A.M., in lieu of the originally scheduled meeting on May 15, for the sole purpose of selecting the Construction Manager, to then award a contract on May 20, 2014 to be able to move the project forward on schedule.

On the discussion, the Wastewater Subcommittee requested in the interview process that staff ask the candidates their ideas on staging.

Anthony Guterrez, Pinole, expressed concern that there could be a design change between now and the 65 percent plans, and he requested that Construction Managers to be interviewed be asked about their on-time delivery.

The Wastewater Subcommittee received the report on the status of the procurement process for a Project Manager for the plant upgrades.

8. FISCAL YEAR 2014-2015 BUDGET

Mr. Allison highlighted the Draft Fiscal Year 2014-2015 budget, reported that it was 1.2 percent greater than the FY 2013-14 budget, and that the FY 2014-15 capital budget totaled \$22 million and included the construction of plant upgrades.

On the discussion, members of the Wastewater Subcommittee recommended an identification of the year-to-date budget in the future and a statement of whether or not it was on track, with that information to be emailed to Subcommittee members.

Anthony Guterrez, Pinole, verified that the numbers were part of the City of Pinole budget, which **Ms. Espinosa** affirmed and added that the City of Hercules would be invoiced for 50 percent of the cost.

Jim Tillman, Pinole, requested a breakout of what was charged to the City of Hercules to find out how much was being offset by that City. When **Ms. Espinosa** stated that Hercules was not paying for any of her time, **Mr. Tillman**, as a ratepayer, expressed concern paying for things that benefitted other cities. He requested that the issue be evaluated further, that the contract be analyzed, and that Ms. Espinosa's time be estimated prior to the distribution of the budget.

9. STANDING ITEM – PROJECT STATUS

This item was previously discussed with the schedule.

10. STANDING ITEM – STATUS OF STATE REVOLVING LOAN FUND APPLICATION

Mr. Allison reported that staff had met with the loan panel, the State was looking at environmental issues, was refreshing reports, and appeared to be pleased that the two cities were working together on the project. The environmental process was expected to be completed in 45 to 60 days,

Jeff Brown, Public Works Manager, Hercules, concurred that the State was pleased to see the cities working together and was content that the cities could meet all the construction timelines.

Jim Tillman, Pinole, asked if the Revolving Loan Fund would be impacted by the City of Pinole's issue with respect to Pinole Valley Park.

Hector de la Rosa, Assistant City Manager, Pinole, reported that the grant situation with respect to the purchase of Pinole Valley Park related to a federal grant being administrated by the state, and at this point the City had been told that the federal government had no problem with the process and there would be no halt to any type of grant now or in the future.

11. FOLLOW-UP ITEMS

Mr. Allison highlighted the follow-up items and emphasized the focus on the Construction Manager process at this time.

12. COMMENTS FROM BOARDMEMBERS AND STAFF

There were no comments.

13. ADJOURNMENT

The meeting was adjourned at 10:35 A.M. to a special meeting on May 8, 2014 at 8:30 A.M. in the City of Pinole.