



## AGENDA

WASTEWATER SUBCOMMITTEE  
AUGUST 6, 2015 8:30 A.M.  
HERCULES CITY HALL  
111 CIVIC DRIVE  
HERCULES, CA 94547

1.	<b>CALL TO ORDER – PLEDGE OF ALLEGIANCE</b>
2.	<b>ROLL CALL</b>
3.	<b>INTRODUCTIONS</b>
4.	<b>APPROVAL OF DRAFT MINUTES FROM JUNE 4, 2015</b>
5.	<b>CITIZENS TO BE HEARD – FOR ITEMS NOT ON THE AGENDA</b>
	<b>PROJECT UPDATE</b>
6.	<i>RECOMMENDATION: RECEIVE A VERBAL UPDATE ON THE PROJECT SCHEDULE STATUS OF THE PLANS AND SPECIFICATIONS AND THE LOAN APPLICATION AT THE STATE WATER RESOURCES CONTROL BOARD</i>
	<b>Operational Report</b>
7.	<i>RECOMMENDATION: RECEIVE A VERBAL UPDATE FROM THE PLANT MANAGER ON WATER RECYCLING, LONG TERM SOLIDS HANDLING ISSUES, AND THE POTENTIAL FOR PROCESSING FOOD WASTE</i>
8.	<b>ADJOURN TO THE NEXT REGULAR COMMITTEE MEETING</b>

POSTED: July 30, 2015

Ana Morales, Secretary, City of Pinole

**PINOLE / HERCULES  
Wastewater Subcommittee**

**DRAFT**

**Draft Minutes prepared by: Anita Tucci-Smith  
June 4, 2015  
8:30 A.M.**

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

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**Debbie Long, Hercules Councilmember serving as Chair, called the meeting to order at 8:34 A.M. and led the Pledge of Allegiance.**

**2. ROLL CALL**

**Subcommittee Members Present:**

Debbie Long, Councilmember, City of Pinole  
Pete Murray, Mayor, Alternate for Tim Banuelos, City of Pinole  
Dan Romero, Vice Mayor, City of Hercules  
Bill Kelly, Councilmember, Alternate for Mayor Sherry McCoy, City of Hercules

**Subcommittee Members Absent:**

None

**Staff Present:**

Hector de la Rosa, Assistant City Manager, Pinole  
Dean Allison, Public Works Director/City Engineer, Pinole  
Ron Tobey, Plant Operations Manager, Pinole  
David Biggs, City Manager, Hercules  
Mike Roberts, Public Works Director/City Engineer, Hercules

**Members of the Public:**

Anthony Gutierrez, Pinole

**3. INTRODUCTIONS**

**4. APPROVAL OF DRAFT MINUTES FROM MAY 14, 2015 MEETING**

**Action: Motion by Pinole Mayor Murray, seconded by Hercules Councilmember Kelly to approve the minutes of the May 14, 2015 meeting, as submitted, carried by the following vote:**

**DRAFT**

Ayes: Kelly, Murray, Long  
Noes: None  
Abstain: Romero  
Absent: None

**5. CITIZENS TO BE HEARD – FOR ITEMS NOT ON THE AGENDA**

There were no comments.

**6. PROJECT UPDATE (STATUS OF LOAN WITH STATE WATER RESOURCES BOARD)**

**Hector de la Rosa, Assistant City Manager, Pinole**, reported that the State Revolving Loan Fund had advised that while the technical and environmental components of the loan were complete, the legal and financial components remained open. He stated that the financials were currently being reviewed by Cal Muni, and the State had requested three-year revenue and expenditure projections from both Pinole and Hercules. A Draft Financial Agreement had also been sent out by the State and was currently being evaluated by the City Attorney. The last item to be submitted to the State for review would be the Bid Report and associated documents.

**Mike Roberts, Public Works Director/City Engineer, Hercules**, reported that Hercules was at the same state of completion as Pinole.

The Wastewater Subcommittee received the verbal update on the project status and the status of the loan application at the State Water Resources Control Board.

**7. DRAFT FY 2015-16 OPERATIONAL AND CAPITAL BUDGETS**

**Dean Allison, Public Works Director/City Engineer, Pinole**, presented a PowerPoint presentation to identify what had been proposed along with historic expenses for the Operational and Capital Budgets.

Subcommittee members made the following requests:

- A cost breakdown of the \$1.5 million for Professional Services in the 2014/15 budget as well as the \$200,000 for Professional Services for the coming year;
- A breakdown of the Professional Services budget of \$35,000 which had already been exceeded at a reported \$45,000 in expenditures to date;
- A breakdown of the utilities; electricity and water;

- Quarterly financial updates/reviews of the Operating Budget for the coming year; and
- A discussion of the breakout of Legal from Professional Services in both the Operating Budget and the Capital Budget for consistency purposes

With respect to utilities and the cost of water, **Mr. Allison** explained that Pinole had found that 60 percent of all water costs in the City were associated with the Water Treatment Plant. As a result, the Plant Operations Manager had recommended a filtration system to a higher standard to allow that water to be used on the pumps and the hydro-truck that flushed manholes. Because of that, water usage would be reduced so significantly that even the surcharge from the East Bay Municipal Utility District (EBMUD) was not expected to be a concern. He stated there would be a presentation next month on how much money could be saved with that water.

The Subcommittee commended Mr. Tobey for the reuse of the water.

**Mr. Allison** commented that the upgrades to the Water Treatment Plant would bring the plant ahead of the curve with other wastewater treatment facilities.

**Anthony Gutierrez, Pinole**, verified that the Capital Improvement Budget was the entire budget for both Pinole and Hercules.

The Wastewater Subcommittee received the Draft FY 2015-16 Operational and Capital Budgets.


## 8. **ADJOURNMENT**

The meeting adjourned at 8:59 A.M. to a regular meeting scheduled for Thursday, July 2, 2015 at 8:30 A.M. in the City of Hercules.



## **AGENDA ITEM 6**

**TO: WASTEWATER SUBCOMMITTEE**

**SUBMITTED BY: DEAN ALLISON** 

**MEETING DATE: AUGUST 4, 2015**

**SUBJECT: UPDATE ON PROJECT AND LOAN APPLICATION AT  
THE STATE WATER RESOURCES CONTROL BOARD**

**RECOMMENDATION**

Receive a verbal update on the status of the upgrade project, schedule and the status of the loan applications at the State Water Resources Control Board.


### **DISCUSSION**

The Subcommittee has asked for an update at each meeting on the status of the upgrade project. The update will include detail regarding the loan application at the State Water Resources Control Board.



## **AGENDA ITEM 7**

**TO: WASTEWATER SUBCOMMITTEE**

**SUBMITTED BY: DEAN ALLISON** 

**MEETING DATE: AUGUST 4, 2015**

**SUBJECT: OPERATIONAL REPORT FROM THE PLANT  
MANAGER**

**RECOMMENDATION**

Receive a verbal report from the Plant Manager regarding operational issues.

### **DISCUSSION**

Given the magnitude and complexity of the plant upgrades, discussions at the subcommittee meeting have been dominated by discussions about the project. Plant personnel, however, have maintained their focus on operational issues, both short term and long term. At the meeting this date, the Plant Manager will update the subcommittee on several operational issues such as water conservation, long range solids handling, and the potential for processing food waste.