



Agenda

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**PUBLIC UTILITIES COMMITTEE
MEETING
CITY COUNCIL CHAMBERS
TUESDAY, JULY 3, 2007
5:15 PM**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES FOR THE JUNE 6, 2007 PUBLIC UTILITIES COMMITTEE MEETING

INFORMATIONAL ITEMS

6. Update on Current Water Supply Status. (Michael Gonzales)
7. Update on Solid Waste Division (Bill DeGrande)

CONSENT CALENDAR

8. Request for Approval of the Restated and Amended Agreement Between the City of Santa Fe and the Albuquerque Bernalillo County Water Utility Authority to Lease Storage Space in Abiquiu and Elephant Butte Reservoirs. (Claudia Borchert)
9. Request for Approval of Sole Source Purchase of Water Track Software from RightThere Software, Inc. (Randy Sugrue)
10. Request for Approval of Award of Bid # '07/55/B for FY 07/08 City Wide Water Utility Construction & Repair Contract to Sub Surface Contracting, Inc. (Bryan Snyder and P.J. Griego)

11. Request for Approval of Collection Agreement with the US Forest Service for the Buckman Direct Diversion Project Environmental Permitting Compliance. (Rick Carpenter)
12. Request for Approval of the Maintenance Service Agreement with Automation Electric for the Amount of \$20,000 Exclusive of NMGR for Services at the Water Treatment Plant. (Bryan Snyder)
13. Request for Approval of a Sole Source Professional Services Agreement with Yukon and Associates, Inc. for \$10,000 for Services at the Water Treatment Facility. (Gary Martinez)
14. Request for Approval of an Emergency Increase of Professional Services Agreement with Rhino Environmental Services in the Amount of \$40,000 for Water Treatment Plant Residual (Sludge) Transport and Disposal. (Robert Gallegos)

DISCUSSION ITEMS

15. Request For Approval for Water and Sewer Service Under Provisions Of SFCC, Section 22-6.2 and Section 25-1.11 by Larry A. Martinez for a Head Start Facility at 5600 Lower Agua Fria to Replace the Site Currently Located at 1150 Canyon Road. (Antonio Trujillo)
16. Request for Approval for Water and Sewer Service Under Provisions of SFCC, Section 22-6.2 and Section 25-1.11 by Santa Fe County for the Santa Fe County Youth Shelter and Family Services Administration Building at 5600 Agua Fria Road. (Antonio Trujillo)
17. Request for Approval for Sewer Service Under Provisions 22-6.2, by Mike and Pamela Garcia of 2110 Pam Y Eutilia Lane located in the Historic Agua Fria Village for an Existing Single Family Residence. (Stan Holland)

MATTERS FROM THE CITY ATTORNEY

ITEMS FROM STAFF

MATTERS FROM THE COMMITTEE

NEXT MEETING: July 18, 2007

ADJOURN

**SUMMARY INDEX
PUBLIC UTILITIES COMMITTEE
July 3, 2007**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER & ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Approved [amended]	1-2
APPROVAL OF CONSENT CALENDAR	Approved	2
APPROVAL OF MINUTES FOR THE JUNE 6, 2007 PUBLIC UTILITIES COMMITTEE MEETING	Approved	2
CONSENT CALENDAR LISTING		2-3
<u>DISCUSSION ITEMS</u>		
REQUEST FOR APPROVAL FOR WATER AND SEWER SERVICE UNDER PROVISIONS OF SFCC, SECTION 22-6.2 AND SECTION 25-1.11 BY LARRY A. MARTINEZ, FOR A HEAD START FACILITY AT 5600 LOWER AGUA FRIA TO REPLACE THE SITE CURRENTLY LOCATED AT 1150 CANYON ROAD	Approved [amended]	3-5
REQUEST FOR APPROVAL FOR WATER AND SEWER SERVICE UNDER PROVISIONS OF SFCC, SECTION 22-6.2 AND SECTION 25-1.11 BY SANTA FE COUNTY FOR THE SANTA FE COUNTY YOUTH SHELTER AND FAMILY SERVICES ADMINISTRATION BUILDING AT 5600 AGUA FRIA ROAD	Approved [amended]	5

ITEM**ACTION****PAGE**

**REQUEST FOR APPROVAL FOR
SEWER SERVICE UNDER
PROVISIONS 22-6.2, BY MIKE
AND PAMELA GARCIA OF 2110 PAM
Y EUTILIA LANE, LOCATED IN THE
HISTORIC AGUA FRIA VILLAGE
FOR AN EXISTING SINGLE FAMILY
RESIDENCE**

Approved [amended]

5-7

INFORMATIONAL ITEMS

**UPDATE ON CURRENT WATER
SUPPLY STATUS**

Information/discussion

7-8

UPDATE ON SOLID WASTE DIVISION

Information/discussion

8-10

MATTERS FROM THE CITY ATTORNEY

None

10

ITEMS FROM STAFF

None

10

MATTERS FROM THE COMMITTEE

Information/discussion

10

NEXT MEETING: Wednesday, July 18, 2007

ADJOURN

**MINUTES OF THE
CITY OF SANTA FE
PUBLIC UTILITIES COMMITTEE
July 3, 2007**

1. CALL TO ORDER.

A meeting of the Public Utilities Committee was called to order by Councilor Miguel Chavez, Chair, at approximately 5:25 p.m., on July 3, 2007, in the Council Chambers, City Hall, Santa Fe, New Mexico.

Chair Chavez said they would lose the Committee quorum at 6:00 p.m., and apologized for the lateness in calling the meeting to order.

2. ROLL CALL

Roll call indicated the presence of a quorum as follows:

MEMBERS PRESENT

Councilor Miguel Chavez, Chair
Councilor Carmichael A. Dominguez
Councilor Karen Heldmeyer

MEMBERS EXCUSED

Councilor Patti J. Bushee
Councilor Ronald S. Trujillo

OTHERS ATTENDING

Galen Buller, City Manager
Vivian Martinez, Public Utilities
Melessia Helberg, Stenographer

NOTE: All items in the Committee packet for all agenda items are incorporated herewith to these minutes by reference. The original Committee packet is on file in the Public Utilities Department.

3. APPROVAL OF AGENDA

Councilor Heldmeyer suggested hearing Discussion items before Information items, in the order posted on the agenda.

MOTION: Councilor Heldmeyer moved, seconded by Councilor Dominguez, to hear the discussion items first, and to approve the Agenda as amended.

VOTE: The motion was approved unanimously on a voice vote.

4. APPROVAL OF CONSENT CALENDAR

MOTION: Councilor Heldmeyer moved, seconded by Councilor Dominguez, to approve the Consent Calendar, as published.

VOTE: The motion was approved unanimously on a voice vote.

5. APPROVAL OF MINUTES FOR THE JUNE 6, 2007 PUBLIC UTILITIES COMMITTEE MEETING.

MOTION: Councilor Dominguez moved, seconded by Councilor Heldmeyer, to approve the minutes of the June 6, 2007 Public Utilities Committee meeting as presented.

VOTE: The motion was approved unanimously on a voice vote.

CONSENT CALENDAR

- 8. REQUEST FOR APPROVAL OF THE RESTATED AND AMENDED AGREEMENT BETWEEN THE CITY OF SANTA FE AND THE ALBUQUERQUE BERNALILLO COUNTY WATER UTILITY AUTHORITY TO LEASE STORAGE SPACE IN ABIQUIU AND ELEPHANT BUTTE RESERVOIRS. (CLAUDIA BORCHERT)**
- 9. REQUEST FOR APPROVAL OF SOLE SOURCE PURCHASE OF WATER TRACK SOFTWARE FROM RIGHT THERE SOFTWARE, INC. (RANDY SUGRUE)**
- 10. REQUEST FOR APPROVAL OF AWARD OF BID #'07/55/B FOR FY 07/08 CITY WIDE WATER UTILITY CONSTRUCTION & REPAIR CONTRACT TO SUB SURFACE CONTRACTING, INC. (BRYAN SNYDER AND P.J. GRIEGO)**
- 11. REQUEST FOR APPROVAL OF COLLECTION AGREEMENT WITH THE U.S. FOREST SERVICE FOR THE BUCKMAN DIRECT DIVERSION PROJECT ENVIRONMENTAL PERMITTING COMPLIANCE. (RICK CARPENTER)**

12. **REQUEST FOR APPROVAL OF THE MAINTENANCE SERVICE AGREEMENT WITH AUTOMATION ELECTRIC FOR THE AMOUNT OF \$20,000, EXCLUSIVE OF NMGRF FOR SERVICES AT THE WATER TREATMENT PLANT. (BRYAN SNYDER)**
13. **REQUEST FOR APPROVAL OF A SOLE SOURCE PROFESSIONAL SERVICES AGREEMENT WITH YUKON AND ASSOCIATES, INC., FOR \$10,000 FOR SERVICES AT THE WATER TREATMENT FACILITY. (GARY MARTINEZ)**
14. **REQUEST FOR APPROVAL OF AN EMERGENCY INCREASE OF PROFESSIONAL SERVICES AGREEMENT WITH RHINO ENVIRONMENTAL SERVICES IN THE AMOUNT OF \$40,000 FOR WATER TREATMENT PLANT RESIDUAL (SLUDGE) TRANSPORT AND DISPOSAL. (ROBERT GALLEGOS)**

DISCUSSION ITEMS

15. **REQUEST FOR APPROVAL FOR WATER AND SEWER SERVICE UNDER PROVISIONS OF SFCC, SECTION 22-6.2 AND SECTION 25-1.11 BY LARRY A. MARTINEZ, FOR A HEAD START FACILITY AT 5600 LOWER AGUA FRIA TO REPLACE THE SITE CURRENTLY LOCATED AT 1150 CANYON ROAD. (ANTONIO TRUJILLO)**

A copy of "City of Santa Fe Sangre de Cristo Water Division, Site for PMS Head Start and CYFD Admin.," is incorporated herewith to these minutes as Exhibit "1."

Antonio Trujillo presented information from his memorandum of June 27, 2007.

Councilor Heldmeyer asked what else is planned for this area, noting the Staff Report indicates the main would need to be extended.

Mr. Trujillo said this can best be answered by the County, noting Head Start is here on its own merits, and that multiple phases are planned on behalf of the County for the site.

Chair Chavez said it is indicated that this is a two-acre parcel.

Mr. Trujillo said the parcel shown includes both areas, noting a portion of it is a two-acre site for Presbyterian Medical Services, and the remainder of the parcel as shown on the GIS mapping shows only one particular parcel, and both are located within that area.

Rudy Garcia, Projects Division, Santa Fe County, expressed appreciation for the Committee moving their items forward. He said Item #16 on the agenda already is constructed and is 95% complete. He said this is a 7.5 acre parcel which the County obtained from the State

Land Office. There are two facilities currently on the site, the Youth Shelter Phase I, which houses youth under 18 years old, and also the administrative component of the Youth Shelters facility which is 13-15 offices. Since construction was begun, the State Land Office donated 2½ acres to Presbyterian Head Start, so now the County has ½ of the property and Presbyterian ½ of the property.

Councilor Heldmeyer asked if this will completely use the property, or is it the County's intention to put other facilities on that land or adjacent to that land.

Mr. Garcia said the only possibility would possibly be the Esperanza shelter component of the Esperanza facility, which is something the City and County worked out. He said they looked at the terrain which is difficult, and because of costs, the County was unable to put the Esperanza Shelter there. Esperanza has come back to the County and is looking at possibly locating on the site, but there are no other future projects or uses for the property.

Councilor Heldmeyer noted there are other adjacent properties, and asked if it is the County's intention to hook those to City water as well.

Mr. Garcia said those properties are privately owned, and the County has no intention with regard to those, only wants to deal with the subject property, and has no idea what the adjacent property owners want to do with those properties.

Councilor Heldmeyer asked if this is the property the main would go by.

Mr. Garcia said he doesn't believe so, but said staff would need to answer that question.

Councilor Heldmeyer asked if the County is offering to pay for the main extension.

Mr. Garcia said, "If that's what it takes for these two facilities to get water to them, yes, we will actually pay you the cost for that."

Councilor Heldmeyer said it doesn't say that in the proposal. She said the reality is that very nice people come to the City and offer to extend our mains out to very good facilities such as Head Start, Esperanza, and Youth Shelters & Family Services, and then says "Lo and behold, all we have to do is the City has to give water to some developer in order to do it." She wants to ensure that this is not the case in this case.

Mr. Trujillo said he doesn't have enough information regarding this site to determine exactly what the needs are. His preliminary investigation did yield that we would have to go ahead and construct a main as part of the development, clarifying that the City wouldn't pay for anything. The design hasn't been reviewed, and in his preliminary review, it appears that it would require a main extension in order to provide fire protection. It probably will be a loop main which loops back onto Agua Fria, and it isn't "looked at to go ahead and go past that site."

Chair Chavez asked if the extension will be for both water and sewer.

Stan Holland said there is an existing City sewer main right behind the facility, so it would be only a service connection.

Responding to the Chair, Mr. Trujillo said the water UEC fee has to be paid by anyone who wants to connect to the water system if they currently are not a water user. This site currently is not using, so they would have to pay the UEC.

MOTION: Councilor Heldmeyer moved, seconded by Councilor Dominguez, that the City agrees to provide water and sewer service to the Head Start facility with the provision that the City of Santa Fe will not pay for the main line extension, that has to be obtained from some other source, that the main line extension can be used only for non-profit and governmental uses in that area and can't be tapped into for other uses.

VOTE: The motion was approved unanimously on a voice vote.

16. REQUEST FOR APPROVAL FOR WATER AND SEWER SERVICE UNDER PROVISIONS OF SFCC, SECTION 22-6.2 AND SECTION 25-1.11 BY SANTA FE COUNTY FOR THE SANTA FE COUNTY YOUTH SHELTER AND FAMILY SERVICES ADMINISTRATION BUILDING AT 5600 AGUA FRIA ROAD. (ANTONIO TRUJILLO)

Antonio Trujillo presented information from his memorandum of June 27, 2007, noting this facility is on the same parcel of land as the previous request.

MOTION: Councilor Heldmeyer moved, seconded by Councilor Dominguez, that the City agrees to provide water and sewer service to the Santa Fe County Youth Shelter and Family Services Administration Building, with the provision that the City of Santa Fe will not pay for the main line extension, that has to be obtained from some other source, and that the main line extension can be used only for non-profit and governmental uses in that area and can't be tapped into for other uses.

VOTE: The motion was approved unanimously on a voice vote.

17. REQUEST FOR APPROVAL FOR SEWER SERVICE UNDER PROVISIONS 22-6.2, BY MIKE AND PAMELA GARCIA OF 2110 PAM Y EUTILIA LANE, LOCATED IN THE HISTORIC AGUA FRIA VILLAGE FOR AN EXISTING SINGLE FAMILY RESIDENCE. (STAN HOLLAND)

Stan Holland presented information from his Memorandum of June 27, 2007. Mr. Holland said when they installed the main sewer line in Agua Fria water, they stubbed out an

eight- inch line in the driveway. He said the requested service would serve just the applicant's lot and no one else.

Responding to the Chair, Mr. Holland said staff was going to work out the design with him, but we know we can run the sewer service and that could be approved administratively. However, if an 8-inch line has been properly stubbed out into his driveway, and we can use that and put a manhole there and not dig up Agua Fria, then there would be a short public portion there, and staff can't approve this administratively. He said basically the request is to get just this one gentleman a sewer service.

Chair Chavez said it appears to be conceptual in nature, because we don't know what the final design will be, and asked if he will bear the cost.

Mr. Holland said the applicant will bear all costs way - to either create the manhole and do a small extension, or run his service from his existing house to tie into Agua Fria.

Responding to the Chair, Councilor Heldmeyer suggested giving conceptual approval with the proviso that he pays the cost, whatever it is.

Responding to the Chair, Mr. Holland said there are certain codes and guidelines, and the applicant would have to meet the City design standards, not County standards.

MOTION: Councilor Heldmeyer moved, seconded by Councilor Dominguez, to approve this request for sewer service, with the proviso that the sewer hookup will be designed and built in accordance with whatever standards are set up by the Wastewater Division and that the applicant will bear all of the costs for all hookups.

DISCUSSION: Responding to the Chairman, Mr. Holland said the applicant will have to pay the full Utility Expansion Charge (UEC).

Councilor Heldmeyer said the advantage of a UEC over an Impact Fee, is that it can be assessed to anyone within our service area, whereas an impact fee is limited by law for people within the City limits.

Chair Chavez said we have been stretching that, noting in some of the recent developments we have asked them to apply our impact fee ordinance. He asked if the UEC charges are the same as what the impact fees would be – are these equivalent.

Mr. Buller said each of these are set by ordinance, and are not the same amount, but the UEC is the same as in the City.

Councilor Heldmeyer said where we have imposed an impact fee, it is in cases where the City has discretionary power and made those as conditions of approval to which the applicant has agreed.

Chair Chavez said but you can't impose both.

VOTE: The motion was approved unanimously on a voice vote.

INFORMATIONAL ITEMS

6. UPDATE ON CURRENT WATER SUPPLY STATUS (Michael Gonzales)

A copy of the Weekly Water Report for the week ending July 1, 2007, is incorporated herewith to these minutes as Exhibit "2."

Mr. Gonzales reviewed the information in Exhibit "2."

Councilor Heldmeyer noted that production less than demand.

Mr. Gonzales said this is correct. There is adequate storage, and last week we actually turned on some wells in anticipation of compliance sampling, so there was a bit of a deficit in the transition. This will even out next week.

Councilor Heldmeyer said she doesn't want to rely on storage unless there is a compelling reason to do that, recalling the situation in the past during Indian Market.

Mr. Gonzales said the system has been operating on the high side, and this is a minor deficit which was impacted by only one day.

Chair Chavez asked if there is still an inflow and since we are at 96% capacity, does he see any spill over.

Mr. Gonzales said it is possible that if there was a big rain we might see an additional spill over a period of time.

Chair Chavez asked if there would be an option to rest the wells and pull off the surface water in the reservoir.

Mr. Gonzales said currently we have already utilized over ½ of our allocation for the surface supply for this year. So to meet peak demands for July-September we will have to budget for the remainder of the year to be in compliance with the 5,040 afy for which we are permitted.

Councilor Heldmeyer asked what has been the effect on demand by the increased amount of water which residential customers have been allowed to use in the summer period – are people being less careful with their water because we have given them a larger chunk of water at the base rate.

Peter Ortega said he doesn't have those figures with him. However, what he has seen recently is that people have been more conscientious about their water usage, because of the water rates.

Councilor Heldmeyer would like a report on this at a future meeting.

7. UPDATE ON SOLID WASTE DIVISION (BILL DeGRANDE)

A Memorandum dated July 3, 2007, to the Public Utilities Committee, from William DeGrande, Solid Waste Management Division Director, is incorporated herewith to these minutes as Exhibit "3."

Bill DeGrande presented information from his Memorandum [Exhibit "3"].

Councilor Heldmeyer thanked Mr. DeGrande for his report on where we are expanding the commercial recycling. She understands the issue of contamination, but other places seem to be able to do recycling at big events. She asked what is needed to do it without worrying about contamination. In some places she has seen automatic things with certain size spaces.

Mr. DeGrande said the carts which will be put downtown during the Georgia O'Keeffe event are carts with a single hole which will take only a bottle or can. The problem they have, and one which is inherited, with this container is that you can just lift the lid and throw whatever you want in the barrel. He is looking at some way to secure the lid to prevent other things from being thrown in. He said a majority of the recycling programs are single-stream recycling, where everything goes into one container, and it is then sorted. This works well for recycling volume numbers, and San Francisco is one example. However, he said they don't tell you about the garbage which has to be thrown away at the recycling center.

Councilor Heldmeyer said it could be driven immediately to the landfill and dumped, which is what Albuquerque does.

Mr. DeGrande said our system is a dual system to keep glass out, but the containers for commercial recycling on the Plaza or for public events are problematic. He said they don't have a big problem in buildings.

Chair Chavez commented that he believes the residents have done fairly well so far with recycling.

Mr. DeGrande said they have done extraordinarily well.

Chair Chavez asked what kind of residual would be acceptable for a dual stream system.

Mr. DeGrande said Justin has said he can live, depending on the volumes, with something under 5%, but we don't know what kind of percentage we will get.

Chair Chavez noted that many of the downtown businesses have been asking for, and are very interested in, recycling, noting it is the public which is harder to control for the large events.

Councilor Heldmeyer asked if we have had conversations about the costs we assess for commercial, especially multi-family recycling, because she gets lots of requests for multiple family recycling, but the landlords don't want to do it because it costs them extra money.

Mr. DeGrande said we are about two months away from that conversation.

Chair Chavez said there are apartment complexes, some of which are Section 8, and their management companies are somewhat strained, but the residents would like to have recycling if we could accommodate them somehow. This will be very challenging.

Mr. DeGrande said there are some multi-family residences where we do recycling, and the customers get their own bins, and put them on the corner of the driveways. He said it is inefficient, but commented that he would love to do this on a bigger volume and increase revenues.

Councilor Heldmeyer asked if this is the last year for bag distribution.

Mr. DeGrande said this is correct, and any customer is eligible for the bags.

Councilor Heldmeyer asked about the SWMA full time recycling educator and if we hear from that person.

Mr. DeGrande said we do, her name is Chandra Weaver. He said when we make bag distribution, we will be distributing the first piece of work she's done for the County, City and SWMA, just to get the reaction. It is an educational piece which works for all three entities, noting we are all on different programs. He said she is very talented, and he believes we'll see a lot more from her.

Responding to Councilor Heldmeyer, Mr. DeGrande said he would like a universal symbol associated only with recycling, which represents everything which can be recycled. He is working to go back to weekly recycling pickup in January, along with a PR program with signage on trucks. It will be a double stream program until someone tells him we can get rid of glass.

Responding to Councilor Heldmeyer, Mr. DeGrande said he prefers to pick up every week because it is lighter and easier on the crews, and for injury avoidance, although he understands people don't always fill the containers every week. He wants to tie this into a volume-based billing which encourages recycling.

Responding to Councilor Heldmeyer, Mr. DeGrande said everything in South Capital is picked up on Tuesday with the exception of Don Gaspar and two of the other circles. He is waiting for another piece of equipment, a smaller truck, as well as another rear loading truck which will be used on Don Gaspar and Galisteo.

Chair Chavez reiterated his interest in recycling on the commercial side, and the focus still will be on the individual businesses in the downtown area.

DeGrande noted he is completely out of carts with the exception of those he will put at Georgia O'Keeffe. He is being approached by large facilities, one of which is St. Vincent's. He is trying to do this without committing to something he can't do. He wants to be sure we do this right, noting his biggest problem is with the public events. The business recycling will tie into the rate structure, and right now there isn't a great incentive for them to recycle, and he wants to do this.

Chair Chavez said the mailout cards with instructions were easy to understand. He thanked Bill and staff for responding to the citizen request for a small cart for the elderly woman.

MATTERS FROM THE CITY ATTORNEY

There were no matters from the City Attorney.

ITEMS FROM STAFF

There were no matters from staff

MATTERS FROM THE COMMITTEE

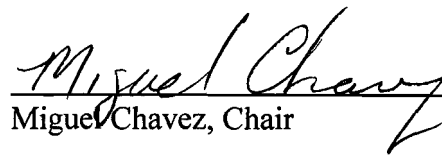
Responding to Councilor Heldmeyer, Mr. Buller said we are searching for an Assistant City Attorney specializing in water to replace Mr. Harwood.

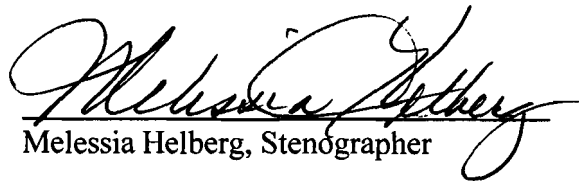
Chair Chavez noted a meeting of the Committee has been set on Hanukkah, and he will consider changing the day if we can't accommodate the times.

NEXT MEETING: Wednesday, July 18, 2007.

ADJOURN

There being no further business to come before the Committee, and the Committee having completed its agenda, the meeting was adjourned at 6:23 p.m.


Miguel Chavez, Chair


Melessia Helberg, Stenographer