



# Minutes

## City of Sacramento

### Utilities Rate Advisory Commission

#### COMMISSION MEMBERS:

Karen McBride	Steven Archibald, Chair	Carolyn Veal-Hunter
Douglas Brown	Scott Brown	Jeff Donlevy
	Kevin Schubert	

#### CITY STAFF:

*Jessica Hess, Media and Communication Specialist*  
*Holly Charley, Senior Staff Assistant*  
*Joe Robinson, Senior Deputy City Attorney*

*New City Hall*  
*915 I Street, 1st Floor – Council Chambers*

*October 26th, 2011 – 5:30 P.M.*

*The Utility Rate Advisory Commission is a commission of the City Council with review and recommendation authority. Its purpose is to review utility service rate proposals, develop recommendations on relevant issues regarding the setting of rates, hold rate hearings, and act as a liaison to the community to encourage understanding and participation.*

#### **NOTICE TO THE PUBLIC**

You are welcomed and encouraged to participate in this meeting. Public comment is taken (3 minutes maximum) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard at the end of the meeting as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select 3-5 speakers to represent the opinion of the group.

**Notice to Lobbyists:** When addressing the Committee you must identify yourself as a lobbyist and announce the client/business/organization you are representing (City Code 2.15.160).

**Speaker slips are located at the back of the room and should be completed and submitted to the Commission Clerk.**

*Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The City posts Agendas at City Hall as well as offsite meeting locations. The order of Agenda items are listed for reference and may be taken in any order deemed appropriate by the legislative body. The Agenda provides a general description and staff recommendations; however, the legislative body may take action other than what is recommended. Full staff reports are available for public review on the City's website and include all attachments and exhibits. Hard copies are available at the Utilities Department (10 cents per page). Live video streams and indexed archives of meetings are available via the internet. Visit [http://sacramento.granicus.com/ViewPublisher.php?view\\_id=31](http://sacramento.granicus.com/ViewPublisher.php?view_id=31).*

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Utilities Department at (916) 808-8260 at least 48 hours prior to the meeting.

# Minutes

**October 26, 2011**

***New City Hall  
915 I Street – First Floor, Council Chambers***

All items listed are heard and acted upon by the Utilities Rate Advisory Commission unless otherwise noted.

## **Call to Order – 5:33 p.m.**

**Roll Call**     **Present:** Jeff Donlevy, Kevin Schubert, Douglas Brown, Steven Archibald (left at 5:37pm), Karen McBride, Scott Brown, Carolyn Veal-Hunter (arrived at 5:41pm).  
**Absent:** None.

## **Consent Calendar**

All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request an item be removed for separate consideration.

### **1. Approval of Minutes for March 9, 2011.**

**Location:** (Citywide)

**Recommendation:** Approve Commission minutes for March 9, 2011.

**Contact:** Holly Charley, Senior Staff Assistant, (916) 808-7605 Department of Utilities.

**Summary:** Motion to approve by Douglas Brown, second by Karen McBride. All present in favor, none opposed.

**Action:** Minutes approved.

## **Discussion / Action Reports**

Discussion or action reports include oral presentations including those recommending receive and file.

### **2. Title:** Selection of Commission Vice Chair.

**Location:** (Citywide)

**Recommendation:** Nominate/Select Vice Chair.

**Contact:** Jessica Hess, Media and Communication Specialist (916) 808-8260, Department of Utilities.

**Summary:** Motion to nominate Douglas Brown for Vice Chair by Karen McBride, second by Scott Brown. No other motions. Vote to select Douglas Brown as Vice Chair, all present in favor, none opposed.

**Action:** Douglas Brown selected as Vice Chair.

### **3. Title:** Water Workshop

**Location:** (Citywide)

**Recommendation:** Receive and File. Informational workshop on the City's Water service, infrastructure and challenges.

**Contact:** Dave Brent, Interim Director of Utilities (916) 808-1420, Department of Utilities.

**Summary:** Staff presentation of water workshop presented to City Council on March 29, 2011. Presentation reviewed the City's water infrastructure, wholesale water, water rights, and water rate comparisons.

**Action:** Received and filed.

4. **Title:** Wastewater Workshop  
**Location:** (Citywide)

**Recommendation:** Receive and File. Informational workshop on the City's two wastewater systems, infrastructure and challenges.

**Contact:** Dave Brent, Interim Director of Utilities (916) 808-1420, Department of Utilities.

**Summary:** Staff presentation of wastewater workshop presented to City Council on October 11, 2011. Presentation reviewed the City's wastewater infrastructure, the combined system and separated system, functionality and operations, as well as system challenges.

**Action:** Received and filed.

5. **Title:** Community Engagement Program  
**Location:** (Citywide)

**Recommendation:** Receive and File. Informational workshop on the Community Engagement program Your Utilities. Your Voice.

**Contact:** Jessica Hess, Media and Communication Specialist (916) 808-8260, Department of Utilities.

**Summary:** This presentation to the commission reviewed the current Community Engagement Program, Your Utilities. Your Voice. Goals reviewed, as well as Phase 1 work completed, including survey, presentations and community meetings. Steps of Phase 2 reviewed as well as Your Utilities. Your Voice. website.

**Action:** Received and filed.

6. **Title:** Water and Wastewater Program  
**Location:** (Citywide)

**Recommendation:** Receive and File. Informational workshop on the financial aspects of the City's two wastewater systems and the City's Water Service.

**Contact:** Dave Brent, Interim Director of Utilities (916) 808-1420, Department of Utilities.

**Summary:** This presentation to the commission provided an overview of the Departments Water and Wastewater Plan. Successes reviewed, including accomplishments, efficiencies, and audits. Challenges also reviewed, including aging infrastructure and regulatory requirements. Solutions reviewed, including being proactive not reactive, a 5 year CIP funding plan, and addressing new regulatory requirements. Benefits of the plan overviewed, as well as consequences of not moving forward.

**Action:** Received and filed.

**Public Comments- Matters Not on the Agenda**

- 7. Public Comment heard from Greg Hatfield.

**Commission Ideas, Questions and Announcements**

- 8. Commissioner Brown clarification on accountability in the Outreach for CIP's. Staff clarified that the department plans to provide annual updates on status regarding status. Also shared that information will be provided on the website for Your Utilities. Your Voice. on what the CIP's entail, as well as status of activities.
- 9. Commissioner Schubert requests follow up to receive tours of facilities.
- 10. Commissioner Donlevy requests information on Commission meetings be included in the email blasts to the public. Staff confirmed information will be included.
- 11. Vice Chair Brown recommended that commissioners attend the November 8<sup>th</sup> Council Meeting presenting the Water and Wastewater plan to council.

**Adjournment: 8:01 pm**

This is to certify that the foregoing is a true and correct copy of the minutes of the October 26, 2011 meeting as approved by the Utilities Rate Advisory Commission.

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Holly Charlety  
Commission Secretary