

Utilities Advisory Committee

REGULAR MEETING MINUTES (Meeting #3 on June 13, 2019)

Civic Center
Municipal Utilities and Engineering Conference Room
35 Cajon Street, Suite 15A
Redlands, CA 92373

I. Call to Order, Roll Call, and Approval of Special Meeting Minutes of May 16, 2019, and Regular Meeting Minutes of May 30, 2019

Chairperson James called the third 2019 Utilities Advisory Committee (UAC) meeting to order at 6:00 pm on Thursday, June 13, 2019. A roll call concluded the following committee members were present: Jonathon Corbridge, Richard 'Dick' Corneille, John James, Ernest Marquez, Jr., Christine Roque, and Richard Smith. Michael Ten Eyck was excused as he was unable to attend the meeting after all. Raftelis Financial consultants Sudhir Pardiwala and Nancy Phan re-introduced themselves to the group. City of Redlands staff present consisted of Municipal Utilities and Engineering Director Paul Toor, Utilities Operations Manager Kevin Watson, Senior Project Manager Ross Wittman, Water Resources Specialist Cecilia Griego, Water Distribution Superintendent David Newland, Assistant Finance Director Farrah Jenner, and Senior Administrative Technician Jane Weathers. Guests in attendance who signed in were Dennis Bell, Audrey Maier, and Andy Hoder.

A motion to approve the UAC's special meeting minutes from May 16, 2019 (meeting #1) was made by Committee Member Smith, seconded by Committee Member Corbridge, and approved unanimously.

A motion to approve the UAC's regular meeting minutes from May 30, 2019 (meeting #2) was made by Committee Member Corneille, seconded by Committee Member Smith, and approved unanimously.

Chairperson James suggested following the same points of order as requested and established in the previous meeting on May 30. All members of staff, UAC and guests concurred with adhering to the order of allowing UAC members to address staff/consultant during presentation and within each agenda item, and guests to address staff/consultant before and after each agenda item.

Mr. Toor briefly restated the evaluation process as it related to the assessment of the Wastewater Treatment Plant and anticipates the peer review currently being conducted to be completed by August 2019. Upon completion of the rate study and UAC's recommendation of rates, Mr. Toor presented a tentative schedule for the Prop 218 notice and public hearings.

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II. Water

- A. Revisit Water Financial Plan
 - a. Assumptions
 - b. Projected Expenses
 - c. Capital Improvement Plant Review
 - d. Recommended Revenue Adjustments

A PowerPoint was presented to the group by Mr. Pardiwala in which each slide was discussed. A recap of the financial plan for the water budget was provided and additional discussion ensued which included was not limited to: proposed rates, capital improvement projects, efficiency studies, revenue adjustments, population growth, collection charges, debt coverage, and reserves.

III. Wastewater

- B. Revisit Water Financial Plan
 - a. Assumptions
 - b. Projected Expenses
 - c. Capital Improvement Plant Review
 - d. Recommended Revenue Adjustments

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IV. Committee Member Comments

Committee members requested to receive the draft minutes in a more timely fashion. A request was made and concurred by a number of committee members and guests to see Redlands water and sewer rates (bi- monthly, since that is how frequently the majority Redlands customers are billed) compared to surrounding cities. It was desired to view a current typical customer utility bill and provide examples of a typical utility bill with proposed water and sewer rates. A suggestion was made to create an online tool that customers can use to see what their rate will be should proposed rates be approved and implemented. An inquiry was made concerning the city's meter change out program, and discussion ensued regarding a process of coordinating meters to be changed out for 'smart' meters using a phased approach and within budget. It was

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recommended at a prior meeting and restated to reconvene with the UAC in six months to discuss status of recommended rates and any other related matters, such as drought, water resources, conservation, and state mandates relative to water and rates.

V. Public Comment

A discussion ensued regarding the number of meter readers staffed to read all the water meters which segued into an interest of what is best for Redlands – automated meter reading or advanced metering infrastructure.

VI. Adjourn

The meeting was adjourned at 8:56 pm. The next meeting was anticipated for Thursday, June 20 at 6:00 PM.

Jane Weathers, Senior Administrative Technician