



**City of Davis**

**Utilities Commission Minutes**

**Community Chambers Conference Room, 23 Russell Boulevard, Davis CA 95616**

**Wednesday, November 20, 2019**

**6:30 P.M.**

Commissioner Members Present: Gerry Braun, Olof Bystrom, Linda Deos, Jacques Franco, Lorenzo Kristov, Elaine Roberts-Musser, Johannes Troost (Chair), Matt Williams (Alternate)

Absent: None.

Staff Present: Stan Gryczko, Public Works - Utilities & Operations Director  
Adrienne Heinig, Management Analyst

Additional Attending: John Alexander, Wastewater Division Manager; Pam Day, Financial Manager; Aubrey Livingston, Environmental Laboratory Supervisor; Josie Tellers, Water Quality Coordinator; Richard McCann

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**1. Call to Order and Roll Call**

Chairperson Troost called meeting to order at 6:29pm.

**2. Approval of Agenda**

Prior to the approval of agenda, there was a brief discussion on Item 6E (*Formation of a Subcommittee to Review the Possibilities of City Power Generation at the Wastewater Treatment Plant*). The discussion was around a point of confusion; materials intended to broaden the scope of the subcommittee under review had not been shared with the Commission prior to the meeting, and the item therefore could not be discussed as planned. While no formal action was taken by the Commission, it was understood that the item as written for 6E would not be discussed.

E Roberts-Musser moved to approve the agenda, seconded by G Braun. The motion passed as follows:

Ayes: Braun, Bystrom, Deos, Franco, Kristov, Roberts-Musser, Troost

Noes:

Absent:

**3. Brief Announcements from Staff, Commission Members, and City Council Members**

- E Roberts-Musser provided one article for review:
  - *The Week for October 4, 2019* - Innovation of the week - Hydropanel
- M Williams discussed one item:
  - Discussion related to work underway on Mace Boulevard highlights the dilemma faced by Council when Commissions and Council do not agree on recommendations for projects or actions. Consider inviting Councilmember Arnold to attend a Commission meeting to discuss his thoughts on the

important topic. L Kristov added that regular Council liaison attendance is important, and no Council attendance at Commission meetings is a concern.

- S Gryczko updated the Commission on the following:
  - A tentative meeting has been scheduled to discuss the Downtown Plan on December 4, 2019.

#### **4. Public Comment**

None.

#### **5. Consent Calendar**

##### **A. URAC Draft Meeting Minutes - August 21, 2019**

One content change was made.

- On page 2 of 5, under Item 5A, within the second bullet on the page, “RFPs” was added after “...language - some...” to read “On page 4 of 5, a bullet point was added to read “First paragraph insert when applicable and where applicable language - some RFPs should not require such a policy”

E Roberts-Musser moved, G Braun seconded, to approve the minutes as amended.  
Approved by following votes:

Ayes: Braun, Bystrom, Deos, Franco, Kristov, Roberts-Musser, Troost

Noes:

Absent:

#### **6. Regular Items**

##### **A. Enterprise Fund Reserve Methodology**

- Received staff report on discussion around methodology development for enterprise reserve funds, and outline of staff suggested methodologies for consideration.

Discussion included:

- Concern around contract language on capital maintenance with outside companies performing services for the city
- The need to include a sinking fund for replacement at the end of useful life, with language to be included with the methodology or the policy - “the long term replacement capital costs will be dealt with within the context of each fund at the time of the rate studies”
- The need for a total dollar amount comparison of each suggested methodology, impact to ratepayer, and a percentage breakdown of each component of the reserve
- Discussion of debt financing, and criteria that is used to determine if a project should be debt financed
- The need for clarity and transparency in messaging rates and rate components
- Discussion of the use of historical data and whether it would reflect reserve calculations based on factors no longer applicable to that utility.

*No formal action was taken on this item.*

##### **B. Wastewater Division Presentation**

- Received PowerPoint presentation from staff representing the Wastewater Utility covering the following topics:
  - An overview of the City's Wastewater Division of the Public Works Utilities & Operations Department
  - The components of wastewater and the collection system
  - An overview of system operations and maintenance
  - The wastewater treatment plant
  - Wastewater quality information and protocols
  - Source control and current State regulations
  - Wastewater utility resiliency
  - Management plans associated with the Wastewater Utility
  - Major studies or major projects recently completed or underway
  - Capital Improvement Projects (CIPs) anticipated or underway
  - An overview of anticipated upcoming State regulations
  - A review of rate structures.

*No formal action was taken on this item.*

**C. Update from Subcommittee on Recycling and Solid Waste**

By consensus of the Commission, this item was continued until the meeting in December.

**D. Update from the Subcommittee on the Downtown Plan**

By consensus of the Commission, this item was continued until the meeting in December.

**E. Formation of a Subcommittee to Review the Possibilities of City Power Generation at the Wastewater Treatment Plant**

Brief discussion took place for this item, to discuss the confusion around the topic. Item will be included with appropriate requested scope for review by the Commission in December, by consensus of the Commission.

**7. Commission and Staff Communication**

**A. Long Range Calendar** - Two items will be brought to the Commission for discussion: the discussion of the subcommittee charge as discussed in Item 6E, discussion of the enterprise fund reserve methodology, and items continued from the current meeting by consensus.

**B. Unscheduled Long Range Items Discussion** - Adjourned until next meeting by consensus.

**8. Adjourn**

O Bystrom made a motion to adjourn the meeting, seconded by L Deos. The motion passed by the following votes and adjourned at 9:25 pm:

Ayes: Braun, Bystrom, Deos, Franco, Kristov, Roberts-Musser, Troost

Noes:

Absent: