



**City of Davis
Utilities Commission Minutes
Remote Meeting
Wednesday, May 18, 2022
5:30 P.M.**

Commissioners Present: Gerry Braun, Andrew Cullen, Linda Deos (Chair), Steve Gellen, Lorenzo Kristov, Emma O'Rourke-Powell (Alternate), Elaine Roberts-Musser, Johannes Troost

Commissioner(s) Absent: None

Council Liaison(s) Present: None

Staff Present: Stan Gryczko, Director - Public Works Utilities & Operations
Adrienne Heinig, Assistant to the Director

Also in Attendance: None

1. Call to Order and Roll Call

Chairperson Deos called meeting to order at 5:31pm.

2. Approval of Agenda

E Roberts-Musser moved to approve the agenda, seconded by J Troost. Approved by the following votes:

Ayes: Braun, Cullen, Deos, Kristov, Gellen, Roberts-Musser, Troost

Noes:

Absent:

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

- E Roberts-Musser provided eight articles for Commission review:
 - City of Benicia releases SolarAPP+ – PublicCEO
 - From seawater to drinking water, with the push of a button - MIT News, Massachusetts Institute of Technology
 - How last week went - Solar Rights Alliance
 - Microplastics found in human blood for first time – Plastics, The Guardian
 - New Federal Benefit Provides Affordable Broadband Access - NCLC Digital Library

- Pasadena receives \$1.5 million grant to expand free public Wi-Fi service in City parks – PublicCEO
- Satellites detect California cow burps, a major methane source, from space - Reuters
- Tracking Where Water Goes in a Changing Sacramento-San Joaquin Delta – PPIC
- A Heinig indicated that staff will be requesting City Council action to implement the City's Water Shortage Contingency Plan Shortage Level 2, complying with State requirements included in an executive order signed by the Governor. She also indicated that staff would return to the Council at the end of June with an update on the City's water supplies. In response to a Commission question, staff outlined the City's enforcement process related to water waste complaints.

4. Public Comment

There was no public comment.

5. Consent Calendar

A. **Utilities Commission Minutes** – March 16, 2022

B. **Sewer System Capacity Fee Update**

C. **Climate Action and Adaptation Plan Update**

Prior to the approval of the Consent Calendar, one correction was made to the March 16, 2022 minutes. L Kristov, who was absent for the meeting, was included on one vote tally incorrectly.

L Deos moved, G Braun seconded, to move the Consent Calendar as amended. L Kristov indicated his abstention to voting on Item A (Minutes). Approved by following votes:

Ayes: Braun, Cullen, Deos, Gellen, Kristov, Roberts-Musser, Troost

Noes:

Absent:

Abstain: Kristov (Item A only)

6. Regular Items

A. **Commission Workplan Update.**

The item was introduced by A Heinig, who provided a brief overview of the update to the Commission workplan that was completed by the Commission in March. She summarized the changes and updates from the meeting in March for Commission review.

Brief discussion included the following:

- Clarification on two statements on resilience in the workplan that were differentiated by the Commissioners during the discussion in March. The two items were “community resilience strategies” and “City utility resiliency” with language added to differentiate them.

MOTION: To approve the Utilities Commission Workplan as updated for 2022.

Moved by L Deos, seconded by E Roberts-Musser. The motion passed by the following vote:

Ayes: Braun, Cullen, Deos, Gellen, Kristov, Roberts-Musser, Troost

Noes:

Absent:

No public comment was received on this item.

B. Cost of Service Request for Proposals Template Review.

The item was introduced by A Heinig, who provided a presentation on the City’s standard request for proposals document, by showing the template and outlining each section and describing the standard content.

Discussion included the following:

- Clarification that the request for a fiscal model (singular) from the consultant. Staff indicated that the City does request up to four alternative rate structures for each study, however the model is a dynamic structure that allows for any alternatives to be “plugged in.”
- The importance of having the study look at what other communities are doing and to be able to identify opportunities for improvements in service.
- The request to add a values statement in the introduction of the study language to outline the importance of diversity, adaptability and sustainability.
- The differentiation between unforeseen events that would require a buffer in the reserve accounting, to smooth out impacts and anticipated regulatory changes. Staff clarified that some upcoming regulatory events can result in unanticipated impacts.
- The importance to include a request in the Revenue Requirement Analysis a note for initiatives in progress (i.e. legislation in the works, but not fully formed), which would include ranges for assumptions to test for potential rate impacts.
- The addition of evaluation criteria and scoring associated with cost and innovation. It was noted that proposers often will look to past projects with the City to see if the City might have a preferred consultant to weigh the

priority of submitting a proposal. Having language that indicated that the City is open to new consultants would be an important addition. Staff added that utilizing cost as criteria in the evaluation can sometimes serve as a detractor to the proposer in offering additional or optional tasks, as the proposer may interpret the inclusion of cost as signal that the City is interested in keeping costs low.

- In response to a question about other communities and how they issue requests for proposals, staff indicated that the format is pretty consistent, especially with rate studies as there are State regulations that guide the study process.
- The note that in the City's goals of sustainability there is a priority for adaptability, and the language does not appear in the RFP language. It was requested that the language be added in the values discussion, as a required focus of the proposer.
- The request to add someone on the staff of the consultant who is a subject-matter expert on climate change, specific to the utility in question. Staff indicated that the rate study process is an accounting exercise, and assessments of the operations of the utility (which would include reviews of changes to operations resulting from climate change) would be a separate effort.
- In response to a question of what degree staff use the RFP or the consultant process to develop knowledge, staff responded that staff learn a great deal during the study processes, and the consultants have also provided feedback that they learn from the City as well.
- In response to a question about a broader discussion beyond 'black and white' accounting through the cost of service studies, staff indicated that City staff plays a key role in discussing upcoming regulations, incentivizing customer behavior, looking for ways to reduce the cost of services, etc. that is important to consider in the study process.

No public comment was received on this item, and no formal action was taken.

7. Commission and Staff Communication

A. Long Range Calendar

The item was introduced by S Gryczko, who went over the tentative long-range calendar for June, July and August. In response to a question about the resumption of in-person meetings, staff indicated that for commissions remote meetings would be continuing in the foreseeable future.

No public comment was received on this item, and no formal action was taken.

8. Adjourn

The meeting was adjourned by consensus at 6:48 p.m.