San Francisco Public Utilities Commission  
Citizens’ Advisory Committee  
Water Subcommittee

Meeting Minutes

Monday, April 15, 2013  
5:30 p.m. – 7:00 p.m.

525 Golden Gate Ave 2nd Floor O’Shaughnessy Conference Room

Members
Richard Hansen (D1)  
Jennifer Clary (D11)  
Karen Donovan (Public Member)

David Pilpel, Chair (D4)  
Art Jensen (M-Reg’l Water Customers)

M = Mayoral appointment, B = Board President appointment

Staff: Teresa Young

ORDER OF BUSINESS

1. The meeting was called to order at 5:33 p.m. when quorum was achieved.
   Present: D. Pilpel; A. Jensen; R. Hansen; J. Clary
   Absent: K. Donovan
   Members of the Public Present: none.
   Staff Present: D. Briggs; M. Carroll; S. Ritchie; A. Kastama; T. Jue; T. Young

2. Presentation and Discussion: Water Supply and Treatment Division Overview, David Briggs, SFPUC Water Supply and Treatment Division Manager
   Discussion and Q&A:
   R. Hansen: How big is your workforce?
   D. Briggs: For the regional system under Water Supply and Treatment (WST), there are 260 staff members. If you add the Water Quality Bureau staff, that’s another 70 people and another 30 people for Andrew’s team as well. There are also a lot of biologists in our agency, which adds another 50 people.
   R. Hansen: What is the cost for ultra violet (UV) treatment?
   D. Briggs: About half a million a year. If we operated a filter plant, it would cost $100M a year.
   R. Hansen: Are there emergency generators at the UV facility?
   D. Briggs: Yes.
   R. Hansen: For the Water System Improvement Program (WSIP) you spent a lot of money and it required a massive bond. Is a budget being developed so that in the event of an emergency it won’t be necessary to use bonds again? Why are bonds needed?
   D. Briggs: Part of the operating cost will be cash funded and not debt-financed. Even if it’s on the capital side of the budget, it will not be debt-financed. Repairs and replacement (R&R) projects will generally be cash-funded. We need to be careful about talking about different size budgets versus different size of revenues. Most of the activities you mentioned will be cash-funded. There will be projects in the future that are not R&R that will be funded by bonds.
   R. Hansen: Are ratepayers going to end up paying?
J. Clary: Those questions should go to Todd Rydstrom. When you were here a few years ago, one of the things we talked about is cathodic protection, is that being installed?

D. Briggs: I am very proud to say we do. We spend about $700,000 a year. We did that master plan and now we're just chipping away at the list each year. This is a wholesale effort.

J. Clary: Now that the big chunk of the WSIP is underway and we're starting to sign off on projects, when are we going to see a post-WSIP plan?

D. Briggs: It has been done for the past few years and is being formed by the things WSIP will not complete. The WSIP will meet level of service (LOS) goals, but some things come up that are not part of the WSIP program but in the Capital Improvement Program (CIP). The CIP is listed on the website. The CIP is not in the WSIP.

J. Clary: Is there anything expensive on that list?

D. Briggs: The CIP that existed 5-6 years ago was $50-60M. It has now grown to $500M. I believe the City Distribution Division (CDD) and Regional System are about $500 and that amount is split half and half. The regional CIP has grown from $50M to $250M. In the last 5 years there have been some are pipeline replacement projects. At the time the WSIP was scoped, the pipes were fine, but they are now five to ten years older.

R. Hansen: How long have you been here?

D. Briggs: Almost six years.

D. Pilpel: On the organization chart, there are a couple of “Pauls” listed. Who is responsible for what?

D. Briggs: Paul Gambon is a water operator. Paul Mazza is an operations liaison. He is very involved with the construction and he has been here for 30 years.

J. Clary: What blend of water are we getting right now?

D. Briggs: Today you are getting 100% Hetch Hetchy supply.

J. Clary: So now you're refilling?

D. Briggs: We're refilling local storage right now because we didn't get any rain. Storage in the Bay Area is lower than we'd like it right now.

D. Pilpel: For Operations & Maintenance within the WST Division, what kind of work is being done?

D. Briggs: It is all of the work on the pipelines, all of the work in the right of way (ROW), most of the definitive maintenance, and includes a lot of trades (e.g. electricians, EMTs, plumbers, carpenters, etc.).

D. Pilpel: So it's the inspections, work orders, and assets on the field?

D. Briggs: Yes and this is both sides of the Bay.

D. Pilpel: Same with system operations?

D. Briggs: Yes.

D. Pilpel: Do you have an engineering group in Millbrae?

D. Briggs: Yes.

D. Pilpel: And then there's a separate group under Katie Miller?

D. Briggs: There's a big engineering group under Infrastructure. There's a small infrastructure group under CDD that handles lower level R&R maintenance. The engineer will assess it and assist. It is maintenance engineering and all sorts of small projects that are less than $1M.

A. Jensen: Does the distribution pipeline replacement program come out of CDD?

D. Briggs: Yes, it is out of CDD.
D. Pilpel: There are watershed keepers in Margaret Hannaford’s group. Are there watershed keepers here that roll up to Tim Ramirez’s group?

D. Briggs: Yes. It’s a big organization and we all work together.

D. Pilpel: Are there challenges or things that you’d like our input on?

D. Briggs: The budget and the supplemental are going to the Commission.

D. Pilpel: I continue to be concerned with employee facilities. For Moccasin upgrades, is there anything you want to mention there?

D. Briggs: No, those projects are included in the CIP and we’re examining those.

A. Jensen: In terms of staffing and being able to hire people, is the Human Resources department responsive to you? The reason I ask is that my sense at times in San Francisco, the different bureaus take on a mission of doing the bureau mission well, instead of the operations. So I’m wondering if you’re getting the support that you need from those bureaus.

D. Briggs: I think there are all sorts of people that clamor for priorities in front of Department of Human Resources (DHR) and SFPUC’s Human Resources (HR) department. They need to prioritize what’s more important. Even with the bureaucracy, I’m okay. When I communicate my staffing needs with Steve Ritchie, Harlan Kelly and Linda Marini, they get it done.

R. Hansen: How long does it take to hire someone?

S. Ritchie: You can get someone acting in a position instantly. If it’s mission-critical, you can hire someone right away. Virtually all hires need to go through City Hall.

3. Presentation and Discussion: Emergency Management & Response Overview, Mary Ellen Carroll, SFPUC Emergency Planning Director

Discussion and Q&A:

R. Hansen: I was around during the earthquake of 1989. Mayor Agnos or someone else decided that there needed to be a person responsible for emergency response and management. Who else has been in that position? May I look at your disaster plan?

M. Carroll: Yes, you can look at the disaster plan. The SFPUC plan is about 80 pages with appendix and attachments.

R. Hansen: Do you have a MOU with the City of Seattle or Los Angeles Department of Public Works that you can borrow portable generators and other supplies if needed? Are there contracts in place so that you can share resources quickly?

M. Carroll: Similar to the fire service, law enforcement, etc. there is a mutual aid organization and we are part of that. That’s how we can ask for utility-specific mutual aid assistance. Fuel and bottled water and things that aren’t specific to our mission-critical are one of the areas we’re working on with the City and County of SF. I would say there is still work to do on that. Fuel is something that probably keeps me up at night. We’ve met with fuel distributors in SF and they’ve all said they report to the state. We work very closely within the emergency response system, so that we know how to ask for these things and have the relationships to ask for these things.

R. Hansen: How many SFPUC employees live in San Francisco proper?

M. Carroll: I’ve asked for that data in SFPUC’s HR department. I don’t know yet. In general with most of the departments, 40% of staff live in City proper and 60% live outside of it. We do plan around these things. We plan around who can respond, who lives within walking distance, etc. I make sure they’re trained up and they know what to do and where to go.

J. Clary: What is your responsibility related to the regional water system? What do they have to do and what do you have to do?

M. Carroll: My understanding of my responsibility is that it is to the entire system. It is not just San Francisco, but everything from Hetch Hetchy all the way down.
I’m on the San Mateo County agency managers group and participate in San Mateo county meetings. I’m hoping that we’re going to do a focused exercise in the peninsula. We’re coordinating with San Mateo and Santa Clara on the 5/15/13 exercise.

J.Clary: The idea is that after an earthquake 70% of the turnouts will be functional, which means 30% won’t. Do you know what our vulnerable connections are in the system? Do you need to strengthen those connections?

S.Ritchie: It all depends where the disaster strikes. I can’t tell you where the 30% is.

M.Carroll: Dave Briggs takes care of that to meet LOS goals. We run CDD and have additional responsibility here. On the peninsula our responsibility ends, so we need to clearly communicate with other counties and agencies to have emergency plans.

J.Clary: No organization/entity really requires emergency plans, right?

M.Carroll: It depends. Within the City and County of San Francisco (CCSF), we are required to have certain plans.

J.Clary: You’re learning something with every emergency, which is great. One thing that I learned in the past is that the Department of Public Health (DPH) required emergency response plans, but they didn’t look at them. Is there someone looking at these plans?

M.Carroll: They do look at our plans. For instance, we had to do a really detailed response to the California DPH after the Treasure Island incident.

J.Clary: Does the State have a copy of your plan?

M.Carroll: The State doesn’t, but the City does. For Water Quality, certain plans are reviewed by the California DPH.

S.Ritchie: They very much work with us on pre-preparation on various subjects, like if it is okay to drink the water or use the water. We actually communicate with them during events regarding degree of actions we take.

D.Pilpel: You also coordinate with the disaster council, correct?

S.Ritchie: Within San Francisco.

A.Jensen: D.Briggs showed us a SFPUC organization chart. Where do you fall on this org chart?

M.Carroll: I report to Michael Carlin, under the General Manager’s office.

A.Jensen: Do you manage emergency planning for the other enterprises?

M.Carroll: Yes.

A.Jensen: In terms of communications, who actually does the communicating?

M.Carroll: I realized I needed to be really close with the Communications Division. They are usually first or second on scene. It has been really important is how we communicate, making sure we communicate out, with the Board of Supervisors, SF Mayor, and Regional Mayors.

A.Jensen: What is your role in communications during a disaster?

M.Carroll: We would come in during emergency communications. The Communications Division is responsible for media and public notifications. My group would communicate with our internal response groups, external emergency response groups. If we’re responding to an emergency, we should be using ICS. We also will fill that as much as we need to in order to ensure communications is going out. We’re still coordinating and making sure we continue to coordinate.

A.Jensen: What about regional utility groups?

M.Carroll: There is one, a new structure called a MAG – Multi Agency Coordination Group. When an emergency happens, we all, without committing resources, will work together. It is Cal Water, East Bay MUD, Santa Clara Water, San Jose Water, Alameda Water, California DPH, etc.
A. Jensen: I’m surprised you didn’t mention wholesale customers. For the 5/15/13 event, my impression is that there’s a show prepared for that event, but there is no planning with the wholesale customers. How do you rectify that?

M. Carroll: Michelle Sargent and I have been discussing this. We still may build in a component for May with that. We very much would like to do something before you leave BAWSA. My hesitancy for doing something on 5/15 is to make sure it is worth everyone’s time. Our objectives are met correctly. If we don’t do it on 5/15/13 we need to reschedule.

A. Jensen; Rather than try to solve the problem yourself, coordinate with them.

4. Brief Update and Review: Special SFPUC Commission Meeting Regarding Lake Merced Issues, Steve Ritchie, Assistant General Manager, Water Enterprise

5. Staff Report: A. Kastama

Update on 15th and Wawona: The team continues meeting with neighbors to provide updates and listen to concerns.

The Water Quality report is moving forward. There will be bus cards inside Muni and artwork on bus tails and sides to promote the Water Quality report in mid-May. The ads will be running for four weeks and we’ll post it on the website.

Hetch Hetchy tours are coming back this year. Please look out for an email to RSVP.


J. Clary moved; R. Hansen seconded. October 2012, November 2012, and January 2013 meeting minutes approved by acclamation with D. Pilpel’s written amendments. The Subcommittee postponed approving the February 2013 minutes until the next meeting.

7. Report from the Chair: none

8. Future Agenda Items

• Water Quality Update of Contaminants of Emergency Concern (CECs)–May 2013 Meeting
• Discussion of resolution in support of Water Quality CECs: J. Clary will prepare a draft resolution for discussion..
• Groundwater Update – Environmental Impact Report is available. Local Groundwater Planning Commission meeting is taking place Thursday, April 18. The comment period is 45 days.
• Discussion of resolution in support of the Groundwater project
• Post WSIP plan
• Asset management LISTEN to last topic
• Resolutions that were passed – Francisco Reservoir

9. Public Comment: none

Adjournment: The meeting was adjourned at 7:17 p.m. R. Hansen moved; D. Pilpel seconded.

The next regular meeting of the Water Subcommittee is on Monday, May 20, 2013.