San Francisco Public Utilities Commission
Citizens’ Advisory Committee

MEETING MINUTES (Draft)
Tuesday, March 18, 2014
5:30 p.m. – 7:00 p.m.
525 Golden Gate Ave., 2nd Floor O'Shaughnessy Conference Room

Members:
Wendy Aragon, Chair (D1) Walt Farrell (D7) Nicole Sandkulla - (M-Reg’l Water Customers)
Suki Kott (D2) Javieree PruittHill (D8) Vacant, (M-Eng./Financial)
Doug Cain (D3) Art Taylor (D9) Tamar Barlev (M-Lg Water User)
David Pilpel (D4) Vacant (D10) Ted Ko (B-Small Business)
Ted Loewenberg (D5) Jennifer Clary (D11) Tracy Zhu (B-Env Justice)
Mark Connors (D6) Avni Jamdar (M-Env. Group) 

M = Mayoral appointment, B = Board President Appointment
Staff Liaison: Ryan Iwata and Jessica Buendia

ORDER OF BUSINESS

1. Call to order and roll call: called to order at 5:35 pm

Members present at roll call: (9 members present, quorum confirmed) W. Aragon (D1), S. Kott (D2), T. Loewenberg(D5), W. Farrell (D7), A. Taylor (D9), T. Zhu (B-Env Justice), A. Jamdar (M-Env group), T. Ko (B-Small Business), N. Sandkulla - (M-Reg’l Water Customers)

Members Absent at roll call: M. Connors (D6), D. Cain (D3), J. PruittHill (D8), J. Clary (D11), D. Pilpel (D4),

Public member: Marjorie Goodwin

2. Report from the Chair (Wendy Aragon, Chair) (5 minutes)
   - Welcome New and Prospective CAC Members
   - Parting remarks from Member T. Ko who is resigning from CAC
   - Introduction of new members N. Sandkulla and Tamar Barlev
   - Emphasizing to all members the importance of regular meeting attendance to meet quorum requirements and uphold our responsibility to those we represent, as appointees.

Member D. Cain arrives at 5:41 pm. 10 members present, quorum still confirmed.

3. “Investing in Our City: Every Dollar Goes to Work” Presentation and Discussion” - Suzanne Gautier, Communications Manager; Crispin Hollings, Director Financial Planning (15 minute presentation; 15 minute discussion)

Presentation covered:
   - Proposed Water and Sewer Rates Package
   - Discussion of rates outreach timeline and plan
   - WSIP- Water System Improvement Program
   - SSIP- Sewer System Improvement Program
   - Investing in our infrastructure
   - Estimated averages among monthly bills
Cost of water and sewer per day is currently about a dollar a day
After rate increases, it will be roughly $1.30 per day
Water and Sewer is roughly 1.4 percent of household income
SF is currently middle of the pack in terms of water/sewer bills
2014 water and sewer rates timeline and upcoming Rate Fairness Board meetings
Call to conserve and use water wisely
Stay informed with the SFPUC online and social media.

Topics of Discussion:
- Are sewer bills volumetrically based?
- Has water conservation affected the SFPUC revenue?
- What are the long term strategies for filling the revenue gap?
- Any other customers aside from local residents who will be impacted by the rate increases?

Member T. Ko leaves at 6:00 pm. 9 members present, quorum still confirmed.

Member J. Clary arrives at 6:20 pm. 10 members present, quorum still confirmed.

4. “SFPUC’s Water and Wastewater Requirements Outreach Improvements”
   Presentation and Discussion - Suzanne Gautier, Communications Manager;
   Leslie Webster, Wastewater Enterprise Analyst  (10 minute presentation; 10 minute discussion)

   Presentation Covered:
   - SFPUC requirements for water
   - Outreach Improvements
   - Requirements factsheet

   Topics of Discussion:
   - Would have loved to have some input in the process of putting together the permitting package.
   - A lot of people who don’t understand the Acronyms
   - There is a need for a better handout at the DBI area
   - Break it down into simpler terms for different types of owners and applicants
   - The users need a channel for input
   - Put the information in an app so it can reach everybody
   - These types of materials need to be widely distributed
   - Does the PUC enforce the ordinances? If not, who does?
   - The SFPUC relies on DBI to do a lot of their enforcement.

   Info request #016: J. Clary wants a copy of the ordinance surrounding Sewer Laterals: Collection System division to present or send materials to Member J. Clary.

Member S. Kott leaves at 6:29 pm. 9 members present, quorum still confirmed.

5. Citizen Advisory Committee Leadership and Appointments (Wendy Aragon, Chair)  (5 minute presentation; 5 minute discussion)
   - Water- Chair= J. Clary
   - Power- New Chair= M. Connors
   - Wastewater= J. Pruitt-Hill

Chair W. Aragon wants to create some uniformity among meetings so that they all fall on Tuesdays. City Attorney needs to be noticed and compliant with Sunshine Ordinance.

Because it was not on the agenda, no action was taken.
6. Public Comment: members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda (2 minutes per speaker)

No Public Comment

7. Approval of the December 17, 2013 and January 21, 2014 minutes (5 minutes)

Motion was made (J. Clary) and seconded (D. Cain) to approve December 17, 2013 minutes.

No public comment.

The motion PASSED by the following vote:
NOES: (0)
ABSENT: (5) M. Connors, J. PruittHill, D. Pilpel, S. Kott, T. Ko

Motion was made (J. Clary) and seconded (D. Cain) to approve January 21, 2014 minutes.

No public comment.

The motion PASSED by the following vote:
NOES: (0)
ABSENT: (5) M. Connors, J. PruittHill, D. Pilpel, S. Kott, T. Ko

8. Future Agenda Items (5 minutes)
   - Discussion of Possible Resolutions
   - Voting on new meeting times and dates
   - Ordinance surrounding the Lateral Sewers

9. Staff Report (5 minutes)

- Recognizing/Thanking Member D. Cain for his service to the Committee

10. Announcements/Comments – The next regularly scheduled meeting for the Full CAC will take place on Tuesday, April 15, 2014.

- Chair W. Aragon encourages CAC members to start moving towards resolutions and actions
- Member T. Loewenberg addressing a possible resolution for mobile water meter apps.
- Member D. Cain announces this will be his last meeting serving on the CAC

11. Adjournment

Member W. Farrell leaves at 7:05 pm. (8 members present, quorum lost)

No vote taken to adjourn meeting.