

**CITY OF REDLANDS
UTILITIES ADVISORY COMMITTEE
Regular Meeting**

**Municipal Utilities and Engineering Department
Conference Room
35 Cajon Street, Suite 15A, Redlands CA
Thursday, October 16, 2014 at 5:00 P.M.**

MINUTES

Members Present:

Stephen Stockton
Theresa Dale
Dr. Elizabeth Casey
Joseph Richardson
Chandrasekar Venkatraman

Staff:

Chris Diggs, Interim MUED Director
Cecilia Griego, Water Conservation Coordinator
Celina Suarez, Senior Administrative Analyst
Risa Jones, Assistant Engineer

Absent:

Brian Malone (unexcused)
Alexz Figueroa (unexcused)

Consultant:

Sudhir Pardiwala
Kevin Kostiuk
Steve Gagnon

Guest(s):

Dennis Bell

I. Approval of Minutes – September 11, 2014, Special Meeting

The regular meeting of the Utilities Advisory Committee (UAC) was called to order by Chairperson Stockton. The minutes of the special meeting on September 11, 2014, were unanimously approved.

A motion was made by Mr. Richardson to appoint Mr. Venkatraman as vice chairperson for the UAC and the motion carried unanimously.

II. Introduction of Raftelis Financial Consultant Team

Mr. Pardiwala introduced himself and the other present members of Raftelis Financial Consultants. For the purpose of acquainting Raftelis Financial Consultants (RFC) with the members of the UAC, a brief roundtable of introductions ensued.

III. Presentation of Scope of Work (Raftelis Financial Consultants)

- a. Project Process
- b. Financial Plan
- c. Definition of Cost of Service (COS) Study

- d. Current Fixed and Variable Revenues & Expenses
- e. Current Rates
- f. Current Consumption Patterns
- g. Policy Issues

Mr. Pardiwala and Mr. Gagnon presented these items and provided additional information and clarification upon request.

The UAC requested the following items from City staff:

- 1. Operating expenses for the past 5 years
- 2. Summary of predictions from past UAC processes
- 3. Visit to wastewater treatment plant

Mr. Diggs informed committee members that if an individual tour of the wastewater treatment plant is desired, arrangements can be made through Mrs. Suarez.

- 4. Ways that the City has saved money on projects using value engineering, etc.

IV. Public Comment

Dennis Bell questioned how the \$4.4 million loaned out from water affects rates.

V. Adjournment

Chairperson Stephen Stockton adjourned the meeting at 6:30 P.M.