



REGULAR MEETING OF THE  
MUNICIPAL SERVICES COMMITTEE  
Tuesday, April 24, 2012, 4:00 P.M.  
100 North Garfield Avenue, Pasadena, Council Chambers

AGENDA

1. **CALL TO ORDER/ROLL CALL**
2. **PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA**
3. **APPROVAL OF MINUTES** – March 27, 2012 – Regular Meeting\*  
April 10, 2012 – Cancelled Meeting\*
4. **INFORMATION ITEMS**
  - A. Utility Advisory Board Follow-up: Alternatives for Utility Oversight and Public Input\*
  - B. Report on the March 31, 2012 Electric Vehicle Workshop and Street Fair
5. **ADJOURNMENT**

  
Margaret McAustin, Chair  
Municipal Service Committee

\*Attachment

**POSTING STATEMENT:**

I HEREBY CERTIFY that this Agenda, in its entirety, was posted on the Council Chamber Bulletin Board S249, the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue, the City Clerk's Office, and a copy was distributed to the Central Library for posting on the 19th day of April, 2012 by 4:00 p.m.



Sharon Stovall

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**CITY OF PASADENA  
REGULAR MEETING OF THE CITY COUNCIL  
MUNICIPAL SERVICES COMMITTEE  
MARCH 27, 2012  
COUNCIL CHAMBERS  
100 N. GARFIELD AVENUE (2<sup>ND</sup> FLOOR)**

**OPENING** The Chair, called the regular meeting of the Municipal Services Committee to order at 4:07 p.m.

**ROLL CALL:** Vice Mayor Margaret McAustin, Chair  
Mayor Bill Bogaard  
Councilmember Terry Tornek (Absent)

Staff: Julie Gutierrez, Assistant City Manager  
Phyllis Currie, General Manager of Water and Power  
Shan Kwan, Assistant General Manager of Water and Power  
Shari Thomas, Assistant General Manager of Water and Power  
Sandra Robles, Recording Secretary

**PUBLIC COMMENT** No one appeared for public comment.

**APPROVAL OF MINUTES** It was moved by Mayor Bogaard, seconded by the Chair, to approve the minutes of February 14, 2012, February 28, 2012, and March 13, 2012 (Cancellation), as submitted. (Motion unanimously carried) (Absent: Councilmember Tornek)

**INFORMATION ITEMS** **FY 2013 WATER AND POWER CIP (HOW APPROPRIATIONS WORK, OVERALL STRATEGY/PRIORITIES, IMPLEMENTATION PLAN, USE OF FERC REFUND MONEY)**

Shari Thomas, Assistant General Manager of Water and Power, provided a PowerPoint presentation of the Fiscal Year 2013 proposed Capital Improvement Program (CIP) budget of the Water and Power Department, and responded to questions

Phyllis Currie, General Manager of Water and Power, provided information regarding capital assets, water infrastructure, project priorities, and responded to questions.

Shan Kwan, Assistant General Manager of Water and Power, responded to questions regarding the five year process of the Cross Town Well Collector Pipelines project.

The Chair requested an explanation on how the priorities are determined, including a comparison of priorities for the Integrated Resource Plan (IRP) and CIP. In addition, the Chair requested that the Cross Town Well Collector Pipeline project information be posted the City's website.

Following discussion, on the order of the acting Chair, and by consensus of the Committee, the information was received and filed.

**ADJOURNMENT** On the order of the Chair, the regular meeting of the Municipal Services Committee was adjourned at 5:02 p.m.

ATTEST:

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MARGARET McAUSTIN, Chair  
Municipal Services Committee

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Sandra S. Robles  
Recording Secretary

**CITY OF PASADENA  
REGULAR MEETING OF THE CITY COUNCIL  
MUNICIPAL SERVICES COMMITTEE  
APRIL 10, 2012  
COUNCIL CHAMBERS – ROOM S-249  
100 N. GARFIELD AVENUE (2<sup>ND</sup> FLOOR)**

The regular meeting of the Municipal Services Committee, scheduled for Tuesday, April 10, 2012 at 4:00 p.m., was cancelled as ordered on April 5, 2012, and posted as required by law.

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Margaret McAustin, Chair  
Municipal Services Committee

ATTEST:

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Sandra S. Robles  
Recording Secretary

**4.A**



PASADENA WATER AND POWER

## MEMORANDUM

April 24, 2012

**To:** Municipal Services Committee

**From:** Phyllis Currie, PWP General Manager

A handwritten signature in black ink, appearing to read "Phyllis Currie".

**Subject:** Utility Advisory Board Follow-up: Alternatives for Utility Oversight and Public Input

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**This item is for information only.**

### **BACKGROUND:**

The Municipal Services Committee (MSC) provides oversight of matters pertaining to electric and water services provided by Pasadena Water and Power (PWP). Given the complexity of operational, financial, legislative and regulatory issues with respect to the utility, the MSC and City Council have been considering alternatives for such oversight.

A discussion of current and alternative governance structures, including reestablishment of a citizen Utility Advisory Board, was presented to the MSC at their November 8, 2011 and December 13, 2011 meetings. The issue was brought before the full City Council for consideration and direction on January 30, 2012. No formal recommendations resulted from these discussions. However, as there appeared to be ongoing interest in considering the subject, this report presents for consideration some options for modifying the current oversight structure that were raised during the MSC and/or City Council meetings:

While staff believes the existing MSC structure for vetting utility related issues is currently working, these and/or other options may be useful in enhancing the oversight of and public input on complex utility matters:

#### **1. Add a Fourth Councilmember to the MSC**

The Municipal Code provides for the MSC to have up to 4 members of the City Council. Adding another City Councilmember to the MSC could bring additional perspective to the MSC's efforts and result in an additional council member with greater depth of knowledge on utility issues. It would increase from two to three the number of votes needed to make a recommendation to the City Council. As three members would also be required for a quorum, a possible downside could be a higher likelihood that a quorum might not be achieved for a given MSC meeting.

**2. Seek input from subject matter experts**

Issues under the purview of MSC, such as water and power policies are complex and have long term financial and environmental impacts. Council members may find it useful to obtain input from subject matter experts.

- a. One way to achieve this might be to identify through a selection process one or more subject matter experts who could be called on by MSC/City Council members from time to time to share their insight. This could add additional public viewpoints and participation as an integral part of the MSC's deliberations.
- b. Such input could also be provided on an ad-hoc basis for specific subjects, such as the power supply Integrated Resource Plan consultant (Pace Global Services), or the Water IRP consultant (CDM).

MSC may want to consider other alternatives in order to ensure they have sufficient input and analysis to evaluate the complicated policy issues they face.