



**City of St. Helena**  
**Ad Hoc Revenue Source Task Force – Rate Study Review**  
**September 13, 2016 – 1:00 PM**  
Vintage Hall Board Room – Second Floor  
465 Main Street, St. Helena

## **Agenda**

Note: This meeting will be recorded

**1) ROLL CALL:**

Mayor Alan Galbraith, Vice Mayor Peter White  
Chair Jack Stuart, Vice Chair Katie Leonardini, Chuck Vondra and Wayne Armstrong

**2) SCHEDULED ITEMS:**

A. Roll Call

B. Approval of Minutes: August 4, 2016

C. Background

- **St. Helena Water System Overview:** A brief overview of the St. Helena water and wastewater systems, including water sources, composition of water customers, water use by type, assets and enterprise fund obligations.
- **Purpose of the rate study:** Description of the water rate study cycle, goals of the study, and the projected revenue requirements of the water and wastewater funds.
- **Role of the Ad Hoc Review Source Task Force**

D. Water Rate Study

- The Task Force will discuss the information delivered by the Rate Study Team and provide further feedback to the Rate Study Team on the following items which were first presented August 4th.
- **Overview of the current water rate structure:** A brief overview of the methodology that was used in the 2011 rate study including an explanation of base rates and use rates.
- **Standby Rate – Municipal Code § 13.04.140:** Currently, the St. Helena Municipal Code allows any customer to go on “Standby”. This allows the water to the property to be completely turned off and the customer is charged \$2.50 a month and does not pay the base rate.
- **Surcharges for specific geographical areas (water):** The City serves several geographical areas within the City’s water system. The Meadowood area is charged a surcharge.
- **Functional Cost Allocation (Water):** Currently, 30% of water revenue comes from the base rate and 70% comes from use charges.
- **Residential customer base fee charges (Water):** Per the 2013 California Residential Code, Section R313, many homes that previously could have installed a 5/8” meter are now required to install a 1” meter to meet fire flow requirements.

- **Drought Surcharges (Water):** During a drought additional water conservation leads to a decline in revenue. The cost to provide water increases as the City changes operations in response to the drought.
- **Preferred Rate Structure (Water):** Information will be provided regarding continuing to keep a tiered rate structure for the City versus uniform and seasonal water rates.

#### E. Wastewater Rate Study

- The Rate Study Team will present draft results of the wastewater rate study based on the committee's August 4th direction to move forward with the proposed new rate structure.

3) **PUBLIC FORUM:** An opportunity for the public to respond to the information presented during the meeting and directly address the Task Force. Any person addressing the Task Force should provide his or her name and address, and limit comments to the time determined by the Task Force Chair (typically three minutes). Because of restrictions imposed by the Brown Act, the Committee may not engage in substantive discussion, nor take action on matters not described on the agenda.

4) **NEXT STEPS:** Staff will present the rate study to City Council.

#### 5) **ADJOURNMENT**

This Agenda was posted at posted at City Hall, 1480 Main Street, and at Vintage Hall, 465 Main Street, St. Helena, California on September 9, 2016.



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