

**CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Regular Meeting of October 5, 2020, 4:00 PM
MINUTES**

Commissioners:	Present:	Absent:	Staff Liaison:	
Adekunle Ojo, Acting Chair/Vice Chairperson	X		Jane Weathers, Senior Administrative Assistant	
R. Brad Thoms	X		Ross Wittman, Senior Project Manager/MUED Liaison to City Manager's Office	
Norman Miner	X		Goutam Dobby, Engineering Manager	
'CV' Chandrasekar Venkatraman	X		Kyle Wagner, Construction Manager	
Steve Stockton	X		Cecilia Griego, Water Resources Specialist	
Richard Hernandez		X	Council Liaison:	
(Vacancy, Chairperson)	-----	-----	Council Member Eddie Tejada	Not Present
			Mayor Paul Foster	Not Present

This meeting was conducted as a teleconference meeting. All voted during the meeting was conducted by roll call.

In compliance with public health recommendations to limit public gatherings during the Covid-19 pandemic and acting as the City of Redlands Emergency Services Director, City Manager Charles M. Duggan Jr., directed meetings of the Municipal Utilities/Public Works Commission (MUPWC) of Redlands be closed to the public until further notice or until the current local State of Emergency has been lifted. The MUPWC will continue to meet to conduct essential business. Public comments, up to 250 words and received by 2:00 P.M. the day before the meeting, were read aloud by MUPWC liaison.

1. ATTENDANCE

All Commissioners were present or All Commissioners except one, were present. Commissioner Hernandez was unexcused. With the resignation of former Chairperson Tim Landis, Vice Chairperson Adekunle Ojo would be Acting Chair.

2. CALL TO ORDER

Acting Chair Ojo called the meeting to order at 4:00 p.m.

3. PUBLIC COMMENT

No public comments were received by 2:00 P.M. the day before the meeting.

4. APPROVAL OF MINUTES

The minutes of the February 3, 2020 regular meeting, February 24, 2020 special meeting, and March 11, 2020 special meeting were approved on a motion by Commissioner Miner, seconded by Commissioner CV and carried 5-0.

5. STATUS REPORTS

A. City Council Liaison Report

None forthcoming.

B. Commission Liaison Report

Ms. Weathers stated three vacancies on the commissioner were advertised with the intent of City Council to appoint new members to those vacancies at their November 17 meeting. One vacancy was due to the resignation of Commissioner Tim Landis, and two more anticipated in November following the decision of Commissioners Norm Miner and Richard Hernandez to not seek a third term.

C. Status of the Commission's recommendation for the City of Redlands to join the San Bernardino Groundwater Council via the San Bernardino Valley Municipal Water District's Framework Agreement

Mr. Wittman first apprised the group that he was appointed by the City Manager to be the liaison between the City Manager's office and the Municipal Utilities and Engineering Department (MUED). Following the departure of former MUED Director Rudy Chow in September, the City Manager decided to not appoint an interim/acting director at this time. Mr. Wittman had no further update regarding the selection process or when a new director was anticipated to be on board.

Regarding the subject of the City joining the San Bernardino Groundwater Council, Mr. Wittman explained the Commission's recommendation to join the Groundwater Council had resumed discussions between staff and the City Manager. Commissioner Stockton thought it would be worth reviewing again the formula or accounting for stock water, how that coincides with the City's groundwater rights and other water companies' water that the city would pump, and overall impact to the basin. Before moving the item forward to City Council, staff anticipates providing another update to the Commission, especially if a more current or revised recommendation is sought.

D. Update on Water Conservation

Ms. Griego presented information related to the City's water conservation program. Currently, the City's self-imposed reduction in water consumption has hovered at ~14% and is compared to 2013, the baseline year determined by the State for water utilities' to compare current usage. While the City is still in Stage II watering restrictions staff continues to follow changes/proposed changes the State is implementing to a water shortage contingency plan/guidelines. Once completed for review, staff will present to the group revised watering restrictions. Regarding the City's annual water loss audit required by the State since 2016, staff utilizes a tool provided via the Department of Water Resources' Urban Water Management Plan, census data, and service area users to quantify water loss. This number has improved over the years due to better billing processes, calibrating meters, constructing or replacing infrastructure (pipelines, meter replacements), and having a system for calculating water use and billed use. It was noted the gallons per capita daily, or GPCD, is now 157 gallons per person per day, a decrease from 167/168 in 2017/2018, and from 300 in 2013.

E. MUED Project Updates March 2020 – October 2020

Mr. Wittman introduced the item and Mr. Wagner, Construction Manager, presenting the update on all the construction projects that have occurred over the last several months. A PowerPoint was shared on the screen while Mr. Wagner covered milestones for each project. Below includes a brief re-cap of the discussion.

1. Pavement Accelerated Repair Implementation Strategy Program/Pavement Management Plan

The City is nearing the end of the Pavement Accelerated Repair Implementation Strategy Program, PARIS, and will continue the program under the name Pavement Management Plan (PMP). This last phase of PARIS, which began in late March, is ongoing in the last five areas of Area E (map shown on screen showed Areas A – E), and nearly 80% complete. At completion, anticipated end of November, 57 lane miles of new pavement will have been installed. A question was asked of the status of the east/westbound segment of San Bernardino Avenue under and east of the freeway. The vacant land south of this street segment had been the proposed for development (a Super Walmart), and improvements, such as street widening and paving, would have been required. With that development, which was many years in development, now not occurring the segment to be paved was added as a priority.

2. Water Capital Improvement Project

Approximately 59000 linear feet of water mains ranging from 4 inches to 16 inch main – a majority being 8 inch main – were installed from September 2019 through June 2020. This project coincided with PARIS so water mains needing replacement in streets to be repaved were completed to minimize construction time and costs. New water services from main to meter were installed as part of the project. A project map was shown to the group and it was noted that meters were not replaced as part of the project, however new meter boxes were installed. There is a separate meter replacement program that staff will cover in Agenda Item E7.

3. Sewer Capital Improvement Project

The sewer capital project started in December 2019 and was also completed in June 2020. This project removed and replaced 5,848 linear feet of 8 inch sewer main and 123 linear feet of 6 inch sewer main. Spot repairs were completed and 9 new sewer manholes were installed to provide better access to the sewer system. A map was shown that identified the areas of replacement, most notable being Texas Street between Lugonia Avenue and Western Avenue.

4. Citywide Sewer Manhole Adjustment

A long-awaited project, the sewer manhole adjustment project, started in June and was finishing the day of the commission meeting. The City has over 4,500 manholes which over time become covered, resulting in maintenance issues. The project exposed the manholes to grade, with 230 manhole frames and covers raised, repaired or exchanged throughout the City. With ~20 different types of frames and covers, this project moved toward a more common type of manhole cover. Photos were shown to demonstrate the difference between old and new manhole covers.

5. Supervisory Control and Data Acquisition Upgrade

The upgrade for the water distribution's Supervisory Control and Data Acquisition (SCADA) started in July 2020 and anticipated to be done in August 2021. Current SCADA does not support a digital signal, the hardware is no longer supported, and operates via one analog tower in San Bernardino County's radio network while the City transitions to digital platform. Due to funding, 14 sites that operate core functions in the water system are included in the project, and 16 other sites will be transitioned in a phased approach and dependent on funding.

6. Wastewater Treatment Plant Rehabilitation

A background was provided on the Wastewater Treatment Plant (WWTP), rehabilitation, types of treatment – conventional and membrane bioreactors (MBR), capacity, and coordination to continue supply Edison's Mountain View Power Plant 3.5 millions of gallons per day (mgd) treated water per an existing agreement. With MBRs comprising 80% of production, or 4.5 – 5.5 mgd, replacing the 6 MBR trains was priority. Photos of the new MBRs and other improvements as part of the project were shown with an overview provided by Mr. Wagner. The project is anticipated to be completed by mid-November. A more thorough update will be provided to the group at the next meeting, including the next phase, Phase 1B.

7. Water Meter Exchange

The Water Meter Exchange Project started this year and allows for the replacement of 571 meters ranging in size from 5/8 inch to 6 inches. Once a meter was randomly selected, its accuracy (97% is the limit) was tested to determine replacement. Staff will update the group with accuracy reports and additional information to respond to questions related to a database of meters and random selection process. The new meters installed will allow for remote reading of meters.

8. Highway Safety Improvement Program Cycle 7 Uncontrolled Crosswalk Safety Enhancements

The construction period for the federally funded Uncontrolled Crosswalk Safety Enhancements project was from June 2020 through July 2020 and provided for roadway flashing beacons at 7 pedestrian crossings in Downtown Redlands. Additionally, 2 poles with push buttons, in-roadway flashing beacons and new crosswalk striping. A location map and photos was shown which provided additional description and overview of the project. Due to Covid-19 the traffic patterns are atypical – schools are not in session, business hours have lessened and/or varied significantly, with less vehicular and pedestrian traffic – so staff will monitor the traffic patterns surrounding these enhancements once patterns return to normal.

9. Community Development Block Grant Alley Paving Improvements Project

A construction project is underway to upgrade 6 alleys (City's right-of-way) which will clear and grub existing alleys, grade, install v-gutter, pave and tie-in driveway approaches.

10. Redlands Passenger Rail Project, the Arrow

The Redlands Passenger Rail is about 70% complete and anticipated to be finished in December 2021. Based on the current schedule, rail service is anticipated in 2022 and following a 6 month testing period. Currently, the University Avenue platform is being constructed and the Downtown platforms are still under construction. Photos of the project were shown. Mr. Wittman reminded the group this is not a City project however it impacts the City.

F. MUED Upcoming Projects October 2020 – January 2021

- 1. Water Master Plan**
- 2. Wastewater Master Plan**
- 3. Non-Potable Master Plan**

Each of the master plans – water, wastewater, and non-potable – had a kick-off meeting with a one-year completion for each anticipated. There is a plan to provide each plan to the Commission for their review. The water master plan has included as a line item task for the consultant to eliminate dead-ends in the water system. Staff will provide status over the year and present when each are ready for final review.

4. Pavement Management Plan

Staff is in the preliminary design phase for the Pavement Management Plan (PMP) and determining funding for the paving or rehabilitation of the remaining 1/3 of City streets. Staff will provide updates to the Commission on this plan.

6. POSSIBLE AGENDA ITEMS FOR NEXT MEETING

It was requested to have a more thorough update on the Wastewater Treatment Plant Rehabilitation Project. This update would be provided at the Commission's next regular meeting. An update on the City's sustainable mobility (non-motorized connectivity) plan was asked to be provided to the group which will be presented to the group in the near future and will include from staff a recommendation related to the plan.

Commissioner Miner thanked everyone on the Commission and staff for all their work and appreciated the opportunity to serve on the Commission all these years. Commissioner Miner, as well as Commissioner Hernandez, were not seeking to continue serving on the Commission for a third term.

- 7. 5:29 P.M. – Commissioner Miner motioned to adjourn the meeting, seconded by Commissioner CV, and approved unanimously. Adjournment to next regular meeting: December 7, 2020 at 4:00 PM, via Zoom and/or Municipal Utilities and Engineering Department Conference Room if meetings have resumed in-person.**