



NOTICE OF CANCELLATION

City of Redlands
Municipal Utilities/Public Works Commission

The regular meeting scheduled for
Monday, February 2, 2015 at 4:00 P.M.,
will not be held;

An agenda for the next scheduled meeting will be
forthcoming.

Jane Weathers 1/30/15
Municipal Utilities & Engineering Department

**CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Special Meeting**

**Municipal Utilities and Engineering Department
Conference Room
35 Cajon Street, Suite 15A, Redlands CA
Monday, March 2, 2015 at 4:00 P.M.**

AGENDA

- I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Regular Meetings on October 6, 2014 and December 1, 2014**
- II. New Business**
 - A. Discussion of 2014 GHD Draft Water System Operational Efficiency Report
 - B. Discussion of 2014 URS Draft Efficiency Initiatives for Wastewater Treatment Operations Report
- III. Communications**
 - A. Commissioner Reports and Requests for Future Agenda Items
- IV. Public Comment -** *(for items not listed on this agenda, but within the jurisdiction of the Commission. Note that no general discussion of such items, or action on such items, may be taken by the Commission. At this time, the Commission will provide an opportunity for the public to address them on the subject which is scheduled on this notice. Please limit your comments to three (3) minutes).*
- V. Adjournment**

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(28 CFR 35.102-35.104 ADA Title II)

**CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Regular Meeting**

**Municipal Utilities and Engineering Department
Conference Room**

**35 Cajon Street, Suite 15A, Redlands CA
Monday, April 6, 2015 at 4:00 P.M.**

AGENDA

- I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Regular Meetings on October 6, 2014, December 1, 2014, and Special Meeting on March 2, 2015**
- II. New Business**
 - A. Discussion of 2014 URS Draft Efficiency Initiatives for Wastewater Treatment Operations Report (Chris Diggs, Interim MUED Director)
 - B. Water Conservation Update (Chris Diggs, Interim MUED Director)
 - C. Updates on Public Works Projects
 - a. Pavement Accelerated Repair Implementation Strategy (PARIS), (Chris Diggs, Interim MUED Director)
 - b. Redlands Blvd./Alabama St./Colton Ave. Intersection Improvement Project (Chris Diggs, Interim MUED Director)
- III. Communications**
 - A. Commissioner Reports and Requests for Future Agenda Items
- IV. Public Comment -** *(for items not listed on this agenda, but within the jurisdiction of the Commission. Note that no general discussion of such items, or action on such items, may be taken by the Commission. At this time, the Commission will provide an opportunity for the public to address them on the subject which is scheduled on this notice. Please limit your comments to three (3) minutes).*
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(28 CFR 35.102-35.104 ADA Title II)

CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Monday, April 6, 2015 at 4:00 P.M.
Regular Meeting
Municipal Utilities & Engineering Department Conference Room
35 Cajon Street, Suite 15A, Redlands, CA

MINUTES

Commissioners Present:

Stephen Stockton (Chairperson)
Mark Stanson
Richard Hernandez
Shane Wellborn
Bill Bayne

Staff:

John James, City Council Liaison
Chris Diggs, Interim MUED Director
Mike Pool, Interim City Engineer
Gregory Brooks, Senior Project Manager
Celina Suarez, Senior Administrative Analyst

Absent:

Tim Landis (unexcused)
Norman Miner (unexcused)

Guest(s):

Dennis Bell

I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Regular Meetings on October 6, 2014 and December 1, 2014, and Special Meeting on March 2, 2015

The regular meeting of the Municipal Utilities/Public Works Commission (MU/PWC) was called to order by Chairperson Stockton. City staff pointed out that the minutes of the regular meeting held October 6, 2014 had already been approved at the December meeting. Approval of the minutes of the regular meeting held December 1, 2014 and the special meeting held March 2, 2015 were unanimously approved.

II. New Business

A. Discussion of 2014 URS Draft Efficiency Initiatives for Wastewater Treatment Operations Report

Due to the expected length of discussion regarding water conservation, Chairperson Stockton requested that this item be deferred to the next regular meeting.

B. Water Conservation Update

Mr. Diggs provided an overview on the Executive Order (EO) issued by Governor Brown on April 1, 2015 regarding the ongoing drought and the need to achieve greater water savings. The EO's directives are categorized as follows: (1) save water, (2) increase water waste enforcement, (3) invest in new technologies, and (4) streamline government response. In addition to updating the Commission on the EO, Mr. Diggs also mentioned that at this time staff is not proposing the City transition to Stage 3 of its water conservation plan as Stage 2

with modifications will allow compliance. Additionally, a summary of the State directives and Redlands plan of action was presented to the Committee.

C. Updates on Public Work Projects

a. Pavement Accelerated Repair Implementation Strategy (PARIS)

Mr. Pool presented information related to PARIS via PowerPoint presentation including the condition of the pavement, the matrix method used to help prioritize streets, efforts undertaken to choose the method of repair, and the current phase of PARIS. Presently, 110 lane miles have been repaved, 17% of the City's streets.

b. Redlands Blvd./Alabama St./Colton Ave. Intersection Improvement Project

Mr. Brooks presented information related to Redlands/Alabama via PowerPoint presentation including the project history, funding sources and alignment issues. Additionally, the Committee was shown renderings of the project at completion and an update on the construction to date was provided.

III. Communications

A. Commissioner Reports and Requests for Future Agenda Items

For the next regular meeting, Commissioners requested the following items to be added to the agenda: further information on water conservation, including basin management; and Propositions 1 and 84

IV. Public Comment

Mr. Bell commented on the repaving of State Street, requesting that it be made a 2-way street.

V. Adjournment

Chairperson Stockton adjourned the meeting.

Celina Suarez

Celina Suarez, Senior Administrative Analyst

CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Monday, October 6, 2014 at 4:00 P.M.
Regular Meeting
Municipal Utilities & Engineering Department Conference Room
35 Cajon Street, Suite 15A, Redlands, CA

MINUTES

Commissioners Present:

Mark Stanson, Vice Chairperson
John Egan
Richard Hernandez
Norman Miner

Staff:

Chris Diggs, Interim MUED Director
Mike Pool, Engineering Manager/Interim City Engineer
Cecilia Griego, Water Conservation Coordinator
Celina Suarez, Senior Administrative Analyst
Jane Weathers, Senior Administrative Assistant

Absent:

Stephen Stockton, Chairperson (excused)
Shane Wellborn (excused)
Tim Landis (excused)

Guest(s):

Dennis Bell

I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Regular Meeting on June 2, 2014

The regular meeting of the Municipal Utilities/Public Works Commission (MU/PWC) was called to order by Vice Chairperson Stanson. The minutes of the regular meeting of June 2, 2014, were unanimously approved. (A minor edit was made following the Commission's approval and corrected minutes were re-distributed).

II. New Business

A. Synopsis and Status of Pavement Accelerated Repair Implementation Strategy (PARIS) Project (Chris Diggs, Interim MUED Director)

Mr. Diggs and Mr. Pool provided the Commission the status of the Pavement Accelerated Repair Implementation Strategy (PARIS) project. An overview of funding for the project, current status of construction work and improvements done to date, and other portions of the project underway was presented. A discussion ensued related to paving methods, coordination with other work and utilities projects, compliance with ADA standards, staff coordination with businesses and agencies related to the overall PARIS project.

B. Water Conservation Update (Cecilia Griego, Water Conservation Coordinator)

An update on water conservation and the current mandatory watering restrictions implemented July 31, 2014, due to the drought was provided by Ms. Griego. The City provided the mandatory watering restrictions and related information to City customers via mass mailings and social media, City's website, press releases, and electronic signboards. This information included a watering schedule, City's violation process, and resource information intended to educate and/or allow customers to seek staff assistance with reducing their water usage. The State Water Resources Control Board will review agencies'

water usage reports and compare to prior year's water usage for the same period (e.g., August 2013 – September 2013 vs. August 2014 – September 2014) to determine whether the restrictions implemented are beneficial. The last review determined the restrictions are working.

C. **Water System Status (Chris Diggs, Interim MUED Director)**

An update was provided on the City's water system. All agencies are working cooperatively to meet water customer demands in light of the basin being at its lowest ever. A discussion ensued regarding budgets for water conservation, storm drain tax, and status of Opal Basin.

D. **Public Works Capital Projects updates (Mike Pool, Interim City Engineer)**

Mr. Pool updated the Commission on the current and upcoming public works capital projects. City staff plans to install an additional 17 class II bike lane miles to City streets. One of the City's reservoirs will be rehabilitated upon the anticipated notice of award in November or December. A portion of the PARIS project is also anticipated to be awarded in November. The underpass beautification project which will include murals and landscaping at specified locations is underway.

III. Communications

A. **Commissioner Reports and Requests for Future Agenda Items**

For the next regular meeting, Commissioners requested the following items to be added to the agenda: update on the water basin and status of water conservation efforts.

IV. Public Comment

One public comment was received at this meeting related to drought, water waste, and non-potable water use.

V. Adjournment

Vice Chairperson Stanson adjourned the meeting.

Jane Weathers

Jane Weathers, Senior Administrative Assistant

CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Monday, December 1, 2014 at 4:00 P.M.
Regular Meeting
Municipal Utilities & Engineering Department Conference Room
35 Cajon Street, Suite 15A, Redlands, CA

MINUTES

Commissioners Present:

Stephen Stockton, Chairperson
Mark Stanson
Richard Hernandez
Tim Landis
Norman Miner
Bill Bayne

Absent:

Shane Wellborn (excused)

Staff:

Chris Diggs, Interim MUED Director
Mike Pool, Engineering Manager/Interim City Engineer
Cecilia Griego, Water Conservation Coordinator
Celina Suarez, Senior Administrative Analyst
Jane Weathers, Senior Administrative Assistant

Guest(s):

Dennis Bell

I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Regular Meeting on October 6, 2014

The regular meeting of the Municipal Utilities/Public Works Commission (MU/PWC) was called to order by Chairperson Stockton. The minutes of the regular meeting of October 6, 2014, were unanimously approved. (A minor edit was made following the Commission's approval and corrected minutes were re-distributed).

II. New Business

- A. Roundtable Introduction and Introductions of Recently Appointed Commissioner William Bane and Reappointed Commissioner Mark Stanson (Steve Stockton)

A roundtable discussion ensued which involved all present providing a brief introduction.

- B. Water Conservation Update and Water Basin Status (Cecilia Griego, Water Conservation Coordinator)

Ms. Griego provided an update on water conservation and the current mandatory watering restrictions implemented July 31, 2014, due to the drought, including percentages of reduction in water consumption. In August the City saw a 17% reduction, in September a 7% reduction, and in October a 3% reduction. These percentages are calculated by comparing the same month in a prior year (August 2013 vs. August 2014, etc.).

- C. Presentation of WIReD for Pipes (Chris Diggs, Interim MUED Director)

Mr. Diggs presented an overview on the Water Infrastructure Rehabilitation Deployment Program (WIReD). Within the City there exists 30 miles of pipe with an average age of 81 years old which requires replacement. This old pipe contributes to a high number of leaks and equates to unnecessary water loss and expenses. Additionally, each year roughly 6 miles of pipe should be replaced to keep pace and not further increase the 30 mile backlog. Currently the City budgets \$3.5 million for pipe replacement annually or approximately 4 miles of pipe.

Commissioners asked questions related to funding sources, budget, bonding, and utilizing a phased approach. Furthermore the commission requested that the information be taken to the Utility Advisory Committee at their next regular meeting, as it relates to rate adjustments.

III. Communications

A. Commissioner Reports and Requests for Future Agenda Items

For the next regular meeting, Commissioners requested the following items to be added to the agenda: updates on the Redlands / Alabama project and Opal Basin if there are any.

IV. Public Comment

None

V. Adjournment

Chairperson Stockton adjourned the meeting.

Celina Suarez

Celina Suarez, Senior Administrative Analyst

**CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Regular Meeting**

**Municipal Utilities and Engineering Department
Conference Room**

**35 Cajon Street, Suite 15A, Redlands CA
Monday, June 1, 2015 at 4:00 P.M.**

AGENDA

- I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Regular Meeting on April 6, 2015**
- II. New Business**
 - A. Discussion of Water Bond Related Funding Sources (Chris Diggs, Interim MUED Director)
 - a. Proposition 1
 - b. Proposition 84
 - B. State Water Use Regulations Update (Chris Diggs, Interim MUED Director)
 - C. Water Conservation Update (Chris Diggs, Interim MUED Director)
- III. Communications**
 - A. Commissioner Reports and Requests for Future Agenda Items
- IV. Public Comment -** *(for items not listed on this agenda, but within the jurisdiction of the Commission. Note that no general discussion of such items, or action on such items, may be taken by the Commission. At this time, the Commission will provide an opportunity for the public to address them on the subject which is scheduled on this notice. Please limit your comments to three (3) minutes).*
- V. Adjournment**

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CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Monday, June 1, 2015 at 4:00 P.M.
Regular Meeting
Municipal Utilities & Engineering Department Conference Room
35 Cajon Street, Suite 15A, Redlands, CA

MINUTES

Commissioners Present:

Stephen Stockton (Chairperson)
Mark Stanson
Richard Hernandez
Tim Landis
Norman Miner
Bill Bayne

Staff:

John James, City Council Liaison
Chris Diggs, Interim MUED Director
Cecilia Griego, Water Conservation Coordinator
Celina Suarez, Senior Administrative Analyst

Guest(s):

Dennis Bell

Absent:

Shane Wellborn (unexcused)

I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Regular Meeting on April 6, 2015

The regular meeting of the Municipal Utilities/Public Works Commission (MU/PWC) was called to order by Chairperson Stockton. The minutes of the regular meeting held April 6, 2015, were unanimously approved.

II. New Business

- A. Discussion of Water Bond Related Funding Sources
- a. Proposition 1
 - b. Proposition 84

Mr. Diggs discussed the following points related to Propositions 1 and 84, and provided clarification upon request:

Proposition 1 (SAWPA)

- \$63 million to Santa Ana Region
- SAWPA managing money and process
- All Santa Ana Region projects go to SAWPA via Muni (IRWMP projects)
- Call for projects anticipated in ~fall 2015, Muni submits projects
- Little information available as to how the process will be managed, but likely similar Prop 84

Proposition 1 Department of Water Resources (DWR)

- DWR managing, i.e. projects submitted to DWR

- Project types- water recycling, groundwater management, water conservation
- Guidelines not released yet, possibly fall/spring

Proposition 84 (2014)

- ~\$12.8 million to Santa Ana Region
- Grant/rebate protocols in the process of being developed by Muni
- SAWPA managing money
- All projects went to SAWPA via Muni
- SAWPA gives money to Muni and Muni manages
- No administrative fee charged by Muni
- Muni Board to approve grant funded projects on Tuesday 5/19/15 at their Board meeting
- The following rebates/projects are to be considered:
 - Turf rebate for large areas (retail water providers to receive reimbursement funds)
 - Aerial mapping (Muni to lead project)
 - Conservation based rate structures (Muni to work with their customers and to lead most of the project)
- Division of grant funds are to be equally divided by each of the Muni customers (retail water providers)

Proposition 84 (2015)

- \$60 million to Santa Ana Region
- Call for projects- large scale regional projects only (8 submitted, only 1 was a appropriate)
- Muni submitted conjunctive use projects (possibly the good one)
- SAWPA managing money

B. State Water Use Regulations Update

Ms. Griego provided an overview of the State's requirements to reduce water consumption. Beginning June 1, 2015, the City is required by the State to reduce a cumulative 36% using the same month in 2013 as the baseline. The City's four phased approach for meeting its required reduction was also discussed. The City is currently in Stage II watering restrictions, and phase III of its four phased approach.

Commissioners asked questions related to increased development and its effect on reducing consumption. Clarification was also requested regarding the City's enforcement of water waste.

C. Water Conservation Update

Ms. Griego presented an update on reductions met in April 2015, which was an 18% decrease from April 2013. Additionally, information on the incentive programs offered to the City's customers was presented, including turf removal rebates, drought tolerant conversions, toilet

conversions, washing machine replacement, weather based irrigation controllers and sprinkler head replacement.

III. Communications

A. Commissioner Reports and Requests for Future Agenda Items

For the next regular meeting Commissioners requested the following items to be added to the agenda: 2014 URS Draft Efficiency Initiatives for Wastewater Treatment Operations Report; Update on PARIS; Water Conservation Update.

IV. Public Comment

Mr. Bell commented on landscaping requirements for new development and expressed concern over its impact on the watering restrictions.

V. Adjournment

Chairperson Stockton adjourned the meeting.

Celina Suarez

Celina Suarez, Senior Administrative Analyst

**CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Special Meeting**

**Municipal Utilities and Engineering Department
Conference Room
35 Cajon Street, Suite 15A, Redlands CA
Monday, July 20, 2015, at 4:00 P.M.**

AGENDA

I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Regular Meeting on June 1, 2015

II. New Business

- A. Discussion and Possible Action Related to Annual Commission Update to City Council (Chairperson Stockton)
- B. Discussion Regarding Water, Wastewater and Nonpotable Rates (Chris Diggs, MUED Director)
- C. Discussion and Possible Action – Pipeline Replacement Selection Methodology (Chris Diggs, MUED Director)

III. Communications

- A. Update on Pavement Accelerated Repair Implementation Strategy (PARIS), (Chris Diggs, MUED Director)
- B. Update on Water Conservation (Chris Diggs, MUED Director)
- C. Commissioner Reports and Requests for Future Agenda Items

IV. Public Comment - *(for items not listed on this agenda, but within the jurisdiction of the Commission. Note that no general discussion of such items, or action on such items, may be taken by the Commission. At this time, the Commission will provide an opportunity for the public to address them on the subject which is scheduled on this notice. Please limit your comments to three (3) minutes).*

V. Adjournment

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CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Monday, July 20, 2015, at 4:00 P.M.
Special Meeting
Municipal Utilities & Engineering Department Conference Room
35 Cajon Street, Suite 15A, Redlands, CA

MINUTES

Commissioners Present:

Stephen Stockton (Chairperson)
Mark Stanson
Tim Landis
Norman Miner
Bill Bayne

Absent:

Shane Wellborn (unexcused)
Richard Hernandez (unexcused)

Staff:

John James, City Council Liaison
Janice McConnell, Assistant to the City Manager
Chris Diggs, Interim MUED Director
Michael Pool, Interim City Engineer
Greg Brooks, Senior Project Manager
Cecilia Griego, Water Conservation Coordinator

Guest(s):

Theresa Dale, 2014 Utilities Advisory Committee member
Dennis Bell

I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Regular Meeting on June 1, 2015

The regular meeting of the Municipal Utilities/Public Works Commission (MU/PWC) was called to order by Chairperson Stockton. The minutes of the regular meeting held June 1, 2015, were unanimously approved.

II. New Business

A. Discussion and Possible Action Related to Annual Commission Update to City Council (Chairperson Stockton)

Based on Council request, the Commission will anticipate presenting to City Council at their January 2016 meeting a report of this Commission's activities and actions taken over the calendar period of January 2014 thru December 2015.

B. Discussion Regarding Water, Wastewater, and Nonpotable Rates (Chris Diggs, MUED Director)

Mr. Diggs provided a status on the water, wastewater, and nonpotable rates. The meetings of the Utilities Advisory Committee last year resulted in recommendations to staff to implement a rate increase. However, given the current drought conditions and state orders to conserve, staff was directed by Council to study budget-based rates. Staff will again

work with a consultant and Santa Ana Watershed Project Authority to design a budget-based rate.

C. Discussion and Possible Action – Pipeline Replacement Selection Methodology (Chris Diggs, MUED Director)

Mr. Diggs presented information regarding a selection methodology to be used for determining pipeline replacements throughout the City. The performance criteria and corresponding weighted rating for each criterion was shown. A discussion ensued related to how the program would be implemented along with an understanding that the shown matrix was a tool in the selection process. Staff would also use engineering judgement when selecting pipes to be replaced.

A motion was made by Vice Chairperson Stanson and seconded by Commissioner Landis to approve the staff recommended rating criteria to be utilized for the selection methodology for pipeline replacement. The motion carried unanimously.

III. Communications

A. Update on Pavement Accelerated Repair Implementation Strategy (PARIS), (Chris Diggs, MUED Director)

The City's Pavement Accelerated Repair Implementation Strategy, or PARIS, program is in its third year. To date, 110 lane miles have been resurfaced with an additional 88 lane miles currently being resurfaced under a construction contract with Match Corporation. Later this year, a contract for the next phase of PARIS will be issued as staff continues to stay on target in meeting the objective of resurfacing 420 lane miles throughout the City.

B. Update on Water Conservation (Chris Diggs, MUED Director)

Ms. Griego updated the Commission on outreach efforts of the City's water conservation program. Since May 2015 water use has decreased in comparison to the same months in 2013. The rebate program has been successful, with large customers, such as Christ the King Lutheran Church, taking advantage of incentives. Since the Governor's Executive Order in April 2015, a drought task force was created and has been successful in developing a uniform water conservation message, creating an effective water waste reporting system, and water efficient landscape projects at City facilities, such as fire stations. These projects will utilize existing landscaping and are anticipated to serve as models or demonstration gardens to encourage residential drought tolerant conversions.

C. Commissioner Reports and Requests for Future Agenda Items

For the next regular meeting to be conducted on October 5, 2015, Commissioners requested the following items be added to the agenda: 2014 URS Draft Efficiency Initiatives for Wastewater Treatment Operations Report; Redlands Boulevard/Alabama Street/Colton Avenue Realignment Project; and Senate Bill 628 concerning enhanced infrastructure financing.

IV. Public Comment

None.

V. Adjournment

Chairperson Stockton adjourned the meeting.

Jane Weathers

Jane Weathers, Senior Administrative Technician

APPROVED



NOTICE OF CANCELLATION

City of Redlands
Municipal Utilities/Public Works Commission

The regular meeting scheduled for
Monday, August 3, 2015 at 4:00 P.M.,
will not be held;

An agenda for the next scheduled meeting will be
forthcoming.

Celina Suarez 06/09/15
Municipal Utilities & Engineering Department

**CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Special Meeting**

**Municipal Utilities and Engineering Department
Conference Room
35 Cajon Street, Suite 15A, Redlands CA
Monday, August 24, 2015, at 4:00 P.M.**

AGENDA

- I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Special Meeting on July 20, 2015**
- II. New Business**
 - A. Discussion and Possible Action Related to a Sidewalk Repair Prioritization Matrix (Chris Diggs, MUED Director)
- III. Communications**
 - A. Commissioner Reports and Requests for Future Agenda Items
- IV. Public Comment -** *(for items not listed on this agenda, but within the jurisdiction of the Commission. Note that no general discussion of such items, or action on such items, may be taken by the Commission. At this time, the Commission will provide an opportunity for the public to address them on the subject which is scheduled on this notice. Please limit your comments to three (3) minutes).*
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(28 CFR 35.102-35.104 ADA Title II)

CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Monday, August 24, 2015, at 4:00 P.M.
Special Meeting
Municipal Utilities & Engineering Department Conference Room
35 Cajon Street, Suite 15A, Redlands, CA

MINUTES

Commissioners Present:

Stephen Stockton (Chairperson)
Mark Stanson
Tim Landis
Norman Miner
Bill Bayne
Shane Wellborn
Richard Hernandez

Absent:

None

Staff:

John James, City Council Liaison
Chris Diggs, MUED Director
Fred Cardenas, Quality of Life Director
Michael Pool, Interim City Engineer
Jane Weathers, Senior Administrative Technician

Guest(s):

John Egan
Dennis Bell

I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Special Meeting on July 20, 2015

The special meeting of the Municipal Utilities/Public Works Commission (MU/PWC) was called to order by Chairperson Stockton. A motion was made by Chairperson Stockton to approve the minutes of the special meeting conducted on July 20, 2015, seconded by Vice Chairperson Stanson, and carried unanimously.

II. New Business

A. Discussion and Possible Action Related to Sidewalk Repair Prioritization Matrix (Chris Diggs, MUED Director)

A report on the sidewalk repair prioritization matrix to be utilized for City sidewalk repair projects was presented to the Commission for their discussion and possible action. Mr. Diggs and Mr. Pool presented information via PowerPoint and provided details pertaining to budget for sidewalk repairs, number of miles of City sidewalk in need of repairs, and the criteria/criterion value developed jointly by City engineering and street division staff. A number of discussions ensued related to: types of facilities noted on matrix maps, compliance with Americans with Disabilities Act of 1990 (ADA), consideration of warranted tree removals, repair/project to budget ratio, locations specified within and outside of City, engineering judgement and coordination with other staff, consideration of other repairs and locations which may fall within a historic area or are without a sidewalk.

Staff reiterated the methodology matrix will be a living document and that many factors will continue to be taken into consideration, such as accessibility challenges, population

centers, and coordination of anticipated City projects. The sidewalk repair projects are intended to repair broken (crushed and/or lifted) sidewalk throughout the City. ADA and/or Community Development Block Grant projects, and the City's tree replacement program are mutually exclusive from the sidewalk repair projects. Following discussion, Chairperson Stockton called for a motion.

A motion was made by Vice Chairperson Stanson and seconded by Commissioner Wellborn to recommend to City Council to adopt the sidewalk repair matrix methodology. The motion was opened for discussion.

An amendment to the motion was made by Commissioner Bayne and seconded by Commissioner Hernandez to add to the initial motion additional verbiage to ensure repairs made will be in compliance with the ADA. The amendment to the motion was opened for discussion. After a show of hands in favor of amending the motion, the amendment failed.

The original motion to adopt the sidewalk repair matrix methodology carried with five Commissioners in favor, Commissioner Hernandez opposed, and Commissioner Bayne abstained from voting.

III. Communications

A. Commissioner Reports and Requests for Future Agenda Items

For the next regular meeting agenda to be conducted on October 5, 2015, requests reiterated from the Commission's July 20, 2015, special meeting were as follows: 2014 URS Draft Efficiency Initiatives for Wastewater Treatment Operations Report; Redlands Boulevard/Alabama Street/Colton Avenue Realignment Project; and Senate Bill 628 concerning enhanced infrastructure financing. Other items raised were lighted under crossings similar to what is installed near the Galleria Mall in Riverside, California, review and permitting process for parklets, public relations for resident awareness of City paving projects, paving methods currently being utilized in paving projects, overall street lighting throughout the City, realignment of lanes on Alabama Street as part of the Redlands Boulevard/Alabama Street/Colton Avenue realignment, and insurance claims received by the City.

IV. Public Comment

None.

V. Adjournment

Chairperson Stockton adjourned the meeting.

Jane Weathers

Jane Weathers, Senior Administrative Technician

**CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Regular Meeting**

**Municipal Utilities and Engineering Department
Conference Room**

**35 Cajon Street, Suite 15A, Redlands CA
Monday, October 5, 2015 at 4:00 P.M.**

AGENDA

- I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Special Meeting on August 24, 2015**
- II. New Business**
 - A. Presentation of the 2014 URS Draft Efficiency Initiatives for Wastewater Treatment Operations Report (Greg Brooks, Senior Project Manager)
- III. Communications**
 - A. Information Regarding Senate Bill 628 Concerning Enhanced Infrastructure Financing (Cecilia Griego, Water Resources Specialist)
 - B. Update on Redlands Boulevard/Alabama Street/Colton Avenue Realignment Project (Greg Brooks, Senior Project Manager)
 - C. Commissioner Reports and Requests for Future Agenda Items
- IV. Public Comment -** *(for items not listed on this agenda, but within the jurisdiction of the Commission. Note that no general discussion of such items, or action on such items, may be taken by the Commission. At this time, the Commission will provide an opportunity for the public to address them on the subject which is scheduled on this notice. Please limit your comments to three (3) minutes).*
- V. Adjournment**

***NOTE:** Any writings or documents distributed to a majority of the Municipal Utilities/Public Works Commission regarding an open session agenda item less than 72 hours before this meeting are available for public inspection at the Municipal Utilities & Engineering Department*

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Jason Montgomery, of Municipal Utilities/Engineering Department at (909) 798-7584 x5. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

(28 CFR 35.102-35.104 ADA Title II)

CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Monday, October 5, 2015, at 4:00 P.M.
Regular Meeting
Municipal Utilities & Engineering Department Conference Room
35 Cajon Street, Suite 15A, Redlands, CA

MINUTES

Commissioners Present:

Mark Stanson, Acting Chairperson
Tim Landis
Bill Bayne
Shane Wellborn
Richard Hernandez

Absent:

Stephen Stockton, Chairperson
(Excused)
Norman Miner, Commissioner
(Excused)

Staff:

John James, City Council Liaison
Chris Diggs, MUED Director
Michael Pool, Interim City Engineer
Greg Brooks, Senior Project Manager
Cecilia Griego, Water Resources Specialist
Vicki Alailima, Administrative Assistant II
Jane Weathers, Senior Administrative Technician

Guest(s):

Carol James

I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Special Meeting on August 24, 2015

The regular meeting of the Municipal Utilities/Public Works Commission (MU/PWC) was called to order by Acting Chairperson Stanson. A motion was made by Commissioner Bayne to approve the minutes of the special meeting conducted on August 24, 2015, seconded by Commissioner Landis, and carried unanimously.

II. New Business

A. Presentation of the 2014 URS Draft Efficiency Initiatives for Wastewater Treatment Operations Report (Greg Brooks, Senior Project Manager)

The Commission was provided via PowerPoint presentation the 2014 URS Draft Efficiency Initiatives for Wastewater Treatment Operations. Mr. Brooks gave a brief introduction of the item, which is a comprehensive assessment of the City's wastewater programs in areas needing improvement, and summarized those initiatives implemented or that are in the process of being implemented. Upgrades and changes to plant operations, ranging from installing backup power to retrofitting the grit chamber to increase its capacity, was intended to increase organization and labor efficiencies and reduce waste water treatment plant operating costs.

III. Communications

A. Information Regarding Senate Bill 628 Concerning Enhanced Infrastructure Financing (Cecilia Griego, Water Resources Specialist)

Based on a request at a prior regular Commission meeting, staff presented information related to Senate Bill 628 which authorizes the creation of an enhanced infrastructure financing district. A district created within a city or county can finance construction or rehabilitation of public infrastructure and private facilities. Ms. Griego provided a report and brief overview of the item including eligible public infrastructure and facilities projects. City Council or City Manager would direct staff to seek additional information if this is desired.

B. Update on Redlands Boulevard/Alabama Street/Colton Avenue Realignment Project (Greg Brooks, Senior Project Manager)

Mr. Brooks provided a brief construction update on the realignment project for Redlands Boulevard, Alabama Street, and Colton Avenue. There will be a “T” intersection for Colton Avenue and Redlands Boulevard and a traffic signal will be installed. Storm drain facilities constructed will improve the drainage control in the project area. The project is 75 percent complete with curb, gutter, ramps, underground utility improvements, new street lighting, new medians, final paving and striping as work remaining.

C. Commissioner Reports and Requests for Future Agenda Items

For the next regular meeting agenda to be conducted on December 7, 2015, requests were as follows: Update on City’s utilization of Council-approved Pavement Management Plan, status of Redlands Boulevard/Alabama Street/Colton Avenue realignment project, and status of water conservation measures, rebates, landscaping, and educational outreach.

IV. Public Comment

None.

V. Adjournment

Chairperson Stockton adjourned the meeting.

Jane Weathers

Jane Weathers, Senior Administrative Technician

**CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Regular Meeting**

**Municipal Utilities and Engineering Department
Conference Room
35 Cajon Street, Suite 15A, Redlands CA
Monday, December 7, 2015, at 4:00 P.M.**

AGENDA

I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Regular Meeting on October 5, 2015

II. Communications

- A. Selection of Chairperson and Vice Chairperson for the Municipal Utilities/Public Works Commission (Steve Stockton, Chairperson)
- B. Water Conservation Update (Cecilia Griego, Water Resources Specialist)
- C. Update on Redlands Boulevard/Alabama Street/Colton Avenue Realignment Project (Greg Brooks, Senior Project Manager)
- D. Status of Pavement Accelerated Repair Implementation Strategy (PARIS) (Mike Pool, Interim City Engineer)

III. New Business

- A. Discussion and Recommendation of Orange Blossom Trail Project (Ross Wittman, Senior Project Manager)

IV. Communications

- A. Commissioner Reports and Requests for Future Agenda Items

IV. Public Comment - *(for items not listed on this agenda, but within the jurisdiction of the Commission. Note that no general discussion of such items, or action on such items, may be taken by the Commission. At this time, the Commission will provide an opportunity for the public to address them on the subject which is scheduled on this notice. Please limit your comments to three (3) minutes).*

V. Adjournment

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(28 CFR 35.102-35.104 ADA Title II)

CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION
Monday, December 7, 2015, at 4:00 P.M.
Regular Meeting
Municipal Utilities & Engineering Department Conference Room
35 Cajon Street, Suite 15A, Redlands, CA

MINUTES

Commissioners Present:

Stephen Stockton, Chairperson
Tim Landis
Bill Bayne
Shane Wellborn
Richard Hernandez
Norman Miner

Staff:

John James, City Council Liaison
Chris Diggs, MUED Director
Michael Pool, Interim City Engineer
Greg Brooks, Senior Project Manager
Cecilia Griego, Water Resources Specialist
Jane Weathers, Senior Administrative Technician

Absent:

Mark Stanson, Vice Chairperson
(Excused)

Guest(s):

Dennis Bell
Carol James

I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Minutes of Regular Meeting on October 5, 2015

The regular meeting of the Municipal Utilities/Public Works Commission (MU/PWC) was called to order by Chairperson Stockton. **A motion was made by Commissioner Landis to approve the minutes of the regular meeting conducted on October 5, 2015, seconded by Commissioner Hernandez, and carried unanimously.**

II. Communications

- A. Selection of Chairperson and Vice Chairperson for the Municipal Utilities/Public Works Commission (Steve Stockton, Chairperson)

Chairperson Stockton reminded the Commission the selection of the Chairperson and Vice Chairperson is for a one year term and requested nominations for each. **A motion was made by Commissioner Landis nominating current Chairperson Stockton to remain as chairperson, seconded by Commissioner Hernandez. A motion was made by Commissioner Bayne nominating current Vice Chairperson Stanson to remain as vice chairperson, seconded by Commissioner Landis. Both motions carried unanimously.**

- B. Water Conservation Update (Cecilia Griego, Water Resources Specialist)

Ms. Griego provided an update on the City's water conservation outreach efforts, upcoming water conservation projects, status of the state's continuation of the Governor's

mandates, and what the City has achieved thus far in complying with those mandates. Future updates will be brought to this Commission regarding water conservation matters.

C. Update on Redlands Boulevard/Alabama Street/Colton Avenue Realignment Project (Greg Brooks, Senior Project Manager)

Mr. Brooks provided update via PowerPoint presentation on the Redlands Boulevard/Alabama Street/Colton Avenue Realignment Project. The project is near completion barring street and traffic lighting, drought tolerant landscaping, and addressing outstanding right-of-way concerns with the railroad and punch list items. A discussion ensued regarding the anticipated traffic flow and coordination for power to the traffic signals following the completion of the realignment of Colton Avenue to Redlands Boulevard and signage for pedestrians.

D. Status of Pavement Accelerated Repair Implementation Strategy (PARIS) (Mike Pool, Interim City Engineer)

Mr. Pool provided an overview of and update on the City's Pavement Accelerated Repair Implementation Strategy (PARIS) program. A discussion ensued regarding the various treatment methods utilized in addition to City staff's coordination with other departments and agencies with regard to other projects. As staff continues with this program and additional projects are prepared information will be brought to this Commission for review.

III. New Business

A. Discussion and Recommendation of Orange Blossom Trail Project (Ross Wittman, Senior Project Manager)

Mr. Wittman provided an overview of the Orange Blossom Trail (OBT) and presented the second phase of the project which is to be funded entirely through a California River Parkways grant. This project will consist of constructing approximately 1 mile of trail within San Bernardino County Flood Control right-of-way from Alabama Street to California Street

Chairperson Stockton made a motion to approve the concepts for the second phase of the OBT project. The motion was seconded by Commissioner Wellborn and approved with Commissioner Bayne voting no based on the Commission not being presented with the environmental documents that support the project.

IV. Communications

A. Commissioner Reports and Requests for Future Agenda Items

For the next regular meeting agenda to be conducted on February 1, 2016, requests were as follows: update on City's flood protection measures, status on Redlands Boulevard/Alabama Street/Colton Avenue realignment project, update on light rail, and status of next phase of PARIS.

V. Public Comment

None.

VI. Adjournment

Chairperson Stockton adjourned the meeting.

Jane Weathers

Jane Weathers, Senior Administrative Technician