

MINUTES

Regular meeting of the City of Redlands Municipal Utilities/Public Works Commission on February 7, 2022 at 4:00 PM in the Council Chambers at the Civic Center, 35 Cajon Street. The meeting was an in-person meeting with teleconferencing available via Zoom. Votes were conducted in person and by roll call.

A. ATTENDANCE & CALL TO ORDER

Present: Adekunle Ojo, Chairperson
Steve Stockton, Vice Chairperson
Chandrasekar 'CV' Venkatraman, Commissioner
David Garcia, Commissioner
Thomas Breitzkreuz, Commissioner
R. Brad Thoms, Commissioner
Eddie Tejada, Council Liaison/Mayor Pro Tempore

Staff: John Harris, Municipal Utilities & Engineering Director; Goutam Dobey, Engineering Manager; Kevin Watson, Utilities Operations Manager; Veronica Medina, Assistant Engineer; Kyle Wagner, Construction Manager (joined remotely); Johana Silva, Commission Liaison/Assistant Engineer; Jane Weathers, Senior Administrative Assistant; Fernando Mata, Wastewater Operations Superintendent (joined remotely)

Guest

Consultants: Elizabeth Calva, P.E. and Russ Bergholz, P.E. with Dudek, Inc., (joined remotely)

Chairperson Ojo called the meeting to order at 4:02 PM, thanked and welcomed everyone for attending, and offered any public present the opportunity to provide comment on any item on the agenda.

B. PUBLIC COMMENT

None forthcoming.

C. APPROVAL OF MINUTES

The minutes of the regular meeting of December 6, 2022, were unanimously approved.

Vote: 5 – 0 Passed

D. COMMUNICATIONS

a. Director's Report

MINUTES

Director Harris welcomed everyone to the meeting and provided highlights to his Director's Report. Director Harris recapped the regressive capital improvement projects (CIP) delivery schedule for this year. A total of 27 new CIP for potable, non-potable water and wastewater projects were completed or will be initiated this fiscal year excluding the ongoing street rehabilitation project, grant projects and wastewater improvement project.

Updates were provided on the following:

Tate Influent Line – A RFP has been issued.

Well and Booster Pump Rehab Project – Reorganization of the project occurred which consisted of two wells moving from Phase 3 to Phase 1. The project is remaining within the approved budget.

Wastewater Treatment Plant Project, Phase 2 (WWTP P2) – A loan application was submitted for the State Revolving Fund. A response is expected to receive by May 2022 and approval of the application is generally given by July. WWTP P2 is tentatively scheduled for bid in June pending the completion of the design.

Wastewater Treatment Plant Project, Phase 1B (WWTP P1B) – The final permit was received to construct and operate the gas conditioning system. WWTP P1B is scheduled to be complete by June 2022.

Sunset Reservoir Replacement Project – Staff has no further advancement on the land acquisition related to the Sunset Reservoir. Staff is evaluating this option for the project and will keep the commission apprised of this item.

Water Meter Replacement Project – An update was provided on the Phase 1 of a 5 year water meter replacement project replacing all potable and non-potable water meters within Redlands' service area and includes the installation of Automated Metering Infrastructure (AMI). This project along with all citywide project are impacted by the supply chain issues. During an audit of the meters, Staff has identified additional factors contributing to water loss in the system. This includes meters that were not in the system and adjacent 6" and 2" diameter meters lines running concurrently. Staff has issued notices to customers affected by the discrepancies.

Pavement Management Program (PMP) – The current PMP project, contracted to Matich Corporation, is on schedule and on budget.

Condition, Seismic and Structural Assessment – The completion of the final draft assessment will be completed by the end of March 2022. One issue identified in the assessment is the replacement of the Tate Water Treatment Plant influent line.

WWTP Recycled Water Reservoir – The Sunset Reservoir design will not be packaged with the design of the two recycled water reservoirs due to the option to purchase land property for the future construction of a larger reservoir. A separate contract was awarded to Carollo Engineers to design the two recycled water reservoirs at the WWTP to store water for a more beneficial use.

Sidewalk/ADA Ramp Replacement Project – With Phase 1 of the project complete, Staff is currently compiling Phase 2 of the project which is set to go out to bid by the end of the fiscal year.

Water System SCADA Design & Integration – Staff issued a contract to TESCO Controls, Inc. for the final phase of the SCADA improvement. Staff combined this project with the PLC Controller of the Tate Water Treatment Plant for a more competitive bid price.

WWTP Cogeneration System – No update was provided on the cogeneration system at the wastewater plant to reuse digester gas boiler system emissions. Staff is not pursuing this project at this time due to internal staffing capacity, however Staff sees the value in this project and will evaluate it at a future date.

Commission inquiries ensued regarding clarification of the adjacent 6" and 2" diameter water meter lines, meter accuracy, recovery of fixed charges, and combining GIS and asset management system to decrease future errors. Mr. Watson clarified that the meters discussed earlier were a 6" meter with a 2" bypass and a dial on the 6" line. Mr. Watson stated that an assumption error was made of the 2" line being used as a domestic line and the 6" line for fire. He continued to state that due to age and the quantity of flow the meters are not correctly registering

MINUTES

the amount of flow. Mr. Harris clarified that the customers affected by the meter discrepancies will not be back charged, however Staff will correct the issue and alert customers that charges may increase. Mr. Harris agreed with the commission suggestion that combining asset management system and GIS will be beneficial in reducing error.

Inquiries ensued regarding the timeline for WWTP P2. Mr. Harris reiterated that no notification has been received for the State Revolving Fund. The approval of the application is generally given in late June or early July. WWTP P2 is tentatively scheduled for bid in June or early July pending the completion of the design. The construction documents will have language stating contingency on funds. The notice to proceed will be issued around September 2022.

Commissioners asked for an explanation of the gas conditioning system. Mr. Watson explained the gas conditioner with the new boilers will meet AQWD exhaust emission regulations. The boiler typically runs on natural gas or conditioned gas from the digesters with the option to run on either source. He clarified the boilers usually run on the conditioned digester gas with the natural gas as a backup. A suggestion was made by the commission to use the exhaust gas to heat the digester sludge during the cogeneration phasing.

A question was asked by the Commission if testing of smaller 1" diameter residential meters was performed for comparison to the new meters. Mr. Harris explained replacement of the meters will not take place in Water Meter Replacement Project, Phase 1. The commission suggested that data should be analyzed to determine the percentage of water flow by meter size to prioritize meter replacement. Mr. Watson explained a random sample of meters were tested for accuracy, during which the larger meters did not obtain readings for flow under 35 GPM. Similarly, small meters did not obtain readings under 5 GPM which led to a 20% inaccuracy. Mr. Harris stated that Staff is evaluating a possible project of an automated meter reading infrastructure project. The City received a cost estimate from Ferguson, the regional Neptune water meter provider. Staff is currently verifying possible carry-over funding for AMI implementation. Suggestions were made by the commission to consider planning and managing the lifecycle of meters and track installation date, and to install meters with AMI capability to ease the translation to AMI at a future date. Mr. Harris clarified that meters will be installed with encoder receiver transmitters, retrofitted with new antennas, and ready to be incorporated into AMI.

b. Commission Liaison Updates

- i. 2022 Calendar for MUPWC**
- ii. MUPWC's Annual Report to the City Council**

Ms. Silva stated that the 2022 MUPWC calendar with all regular meeting dates is included in the agenda packet for the commissioner's reference. Ms. Silva stated as in previous years, City commissions and committees provide annual updates to the City Council. The update may be the calendar year or rolling year from their last annual report. The Commission was asked to determine who would present and an alternative presenter. It was determined by his peers that Chairperson Ojo would present to City Council on behalf of the Commission with Steve Stockton as an alternate. A tentative date of June was set for the MUPWC to report to Council to allow the commission to review the annual report during the next commission meeting.

E. NEW BUSINESS

- a. Discussion of the Proposed Updated Citywide Master Plan for Wastewater System and Possible Recommendation to City Council for Adoption**

MINUTES

Mr. Harris informed the commission on a current project recommended in the proposed Citywide Master Plan for Wastewater System. The City Manager authorized an emergency procurement to allow the payment of the incremental cost difference to upsized a 24" pipeline to a 36" pipeline (as shown in the proposed master plan) currently located east of Alabama Street between Palmetto Avenue and Pioneer Avenue. The commission stated that the current master plan should be edited to reflect the consideration that is being addressed at this point and time. A suggestion was made to include the definition of a syphon for clarity and regular brine testing as a standard operating procedure. Elizabeth Calva, with Dudek, explained that the definition of syphon is included in the master plan. A request was made by the commission to move this item to the April 2022 regular meeting to allow additional time for the commission to review the report.

F. COMMISSIONER ANNOUNCEMENTS, REPORTS ON ACTIVITIES, AND/OR REQUESTS FOR FUTURE AGENDA ITEMS

Items requested for the next regular Commission meeting agenda were as follows:

Wastewater Master Plan – Further discussion of the proposed updated citywide master plan for the wastewater system and possible recommendation to City Council for the adoption of the plan.

Water Master Plan, Potable and Non-Potable – Discussion of the proposed citywide master plan for the water master plan, potable and non-potable, for the commission's review during the April commission meeting and a possible recommendation during the June commission meeting.

Economics of the Water Conservation Program – Discussion on each of the rebate types, water saving estimate, evaluation if water saving estimate is met, and cost of the program. The commission requested an evaluation of the impact of the influent water coming to the wastewater treatment plan due to the program.

Water Resources – Comprehensive discussion on water resources, water entitlements, and water exchange agreements.

Departmental Structure – The commission requested an update on how the department is structured and how restructure brings value to residents.

G. ADJOURNMENT – Next regular meeting is April 4, 2022 at 4:00 PM

There being no further business the meeting adjourned at 4:52 PM. The next regular meeting of the City of Redlands Municipal Utilities/Public Works Commission is scheduled for April 4, 2022.