



CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION

APPROVED
@ MUPWC'S
meeting on
October 5 2020

REGULAR MEETING MINUTES

Monday, February 3, 2020, at 4:00 pm
Civic Center, 35 Cajon Street, Suite 15A
Municipal Utilities & Engineering Department Conference Room

- A. Call to Order, Roll Call, Approval of Meeting Minutes for regular meeting on December 2, 2019 and special meeting on January 23, 2020

The regular meeting of the Municipal Utilities/Public Works Commission (Commission) was called to order by Commissioner Landis at 4:03 pm with all commissioners present following roll call. Below is the list of Commissioners and staff present at the meeting and any public who signed in.

Commissioners Tim Landis, Adekunle Ojo, Brad Thoms, Norm Miner, Richard Hernandez, Steve Stockton, and Chandrasekar 'CV' Venkatraman; Solid Waste Manager Louie Miranda, Engineering Manager Goutam Dobey, Senior Project Manager Ross Wittman, Senior Administrative Analyst Liz Boehling, and Senior Administrative Assistant Jane Weathers; and guests 2019 Utilities Advisory Committee member Richard Corneille and resident Dennis Bell.

A motion was made by Commissioner Miner to approve both minutes as submitted from the Commission's regular and special meetings on December 2, 2019 and on January 23, 2020, respectively. The motion was seconded by Commissioner Stockton and carried unanimously.

Commissioner CV inquired the financial impact, specifically charges for translation and/or any administrative charges, related to implementing the policy and municipal code changes in response to SB 998 related to water utility billing, presented and discussed at the meeting on January 23. Staff's response indicated there were no additional fees or charges related to the translation, however, Ms. Garcia, director who presented the update, would be able to provide further clarification.

- B. Public Comment

There were no public comments at this time.

- C. New Business

- a. Selection of Municipal Utilities/Public Works Commission Chairperson and Vice Chairperson for the 2020 Calendar Year

Municipal Utilities/Public Works Commission
Regular Meeting
February 3, 2020

Ms. Weathers introduced the item stating it was continued from the December 2, 2019 agenda due to lack of a quorum. Per the Commission's municipal code, a chairperson and vice chairperson are selected by nomination of fellow commissioners once a year, and historically this has occurred in December. Current Chairperson Landis invited nominations for the Commission's Chairperson.

A motion was made by Commissioner Stockton, seconded by Commissioner Miner, to nominate Commissioner Landis as Chairperson for the Commission. The motion carried unanimously.

A motion was made by Commissioner Miner, seconded by Commissioner CV, to nominate Commissioner Ojo as Vice Chairperson for the Commission. The motion carried unanimously.

b. Update on Solid Waste Enterprise – Overview of Operations, Regulatory Requirements and Landfill Status

Per the Commission's purview and request, an update on the City's solid waste enterprise was provided. Since their last update in October 2018 Commissioners had inquired impact of implemented solid waste rate increases to solid waste operations; compliance with related regulatory requirements; retrieving, sorting and delivering of recyclables, solid and green wastes; and landfill impact following all the changes.

Solid Waste Manager Louie Miranda introduced himself to the Commission and briefed Commissioners on the overall health of the solid waste division. Mr. Miranda explained the division had acquired three new automated side-loading collection trucks and awaiting two front-loading commercial trucks. The commercial organic waste program, currently servicing 36 customers weekly and increasing customers, was added to operations to comply with AB 341 for the collection of organic material. The addition of a new trash compactor purchased for ~\$750,000 improved the landfill air space by adding 12 years to the life of the landfill from 2041 to 2053. Other operational changes included the elimination of covering compacted areas with soil at the end of the day with a simplified new tarping system using heavy equipment to lay weighted tarps and which takes only 10-15 minutes to cover. Expansion of the City's landfill (Phase 4) began in late 2019 following \$3,112,000 award of contract to Suket Construction and is anticipated to be complete in June 2020. The current cell has another year before the next cell, Phase 4, will be utilized to place solid waste. Phase 4 was initially designed to last 7 – 8 years, however, with the operational improvements such as the tarping system, another +/- 4 years were added. Phase 4 Geologic Associates were also hired to provide construction quality assurance work of the Phase 4 project. The current landfill flare reached full capacity and was out of compliance with Rule 11.18.1. To meet the gas demands and address compliance, the City contracted Montrose Engineering to design a new flare now awaiting approval from Southern California Air Quality Management District. Further discussion ensued regarding recycling, growth factor, and

impact to the landfill. The City sends all comingled recyclables to CR&R in Colton who utilizes a digester concept to turn recyclables into fuel. Mr. Miranda stated the cost for recycling materials has quadrupled. CR&R also finds a home for any materials not a viable match for their digester. The organic waste created is delivered to West Valley, a Burrtec facility, where the waste is converted to animal feed. The City's green waste is taken to One Stop Landscape Supply and converted to mulch. A brief discussion included growth and recycling factors, plastics and paper products, renewable energy, anticipated next review of solid waste rates, and passing along to the commission general solid waste responses received from the community. Commissioners appreciated Mr. Miranda providing the update.

c. Discussion of Commission's Annual Presentation of Accomplishments and Goals

Chairperson Landis opened the discussion for the upcoming annual presentation from the Commission to the City Council which is anticipated to be presented in March. A copy of their 2019 annual presentation was provided to the group for their review and input. The annual report reflecting the commission's accomplishments in the prior year and goals the commission has for the coming year. Ms. Weathers provided a copy of the PowerPoint from the previous year as a discussion/starting point. Discussion ensued regarding next steps to prepare the report, designate a primary and alternate commissioner to present the report, and solicit from commissioners their input. A special meeting would be scheduled for commissioners to review a draft report prior to presenting to City Council. Chairperson Landis added commissioners could provide their input via email and in response to a draft report to be provided by Ms. Weathers.

D. Communications

a. Anticipated Commission Meeting Schedule

b. Commissioner's Report of Activities

Ms. Weathers provided a hard copy of the commission's annual regular meeting schedule (which is first Monday of even months) and included a re-cap of special meetings scheduled and currently being proposed for the group. A discussion ensued regarding commission availability for potential special meeting dates proposed for consultant presentation related to the Citywide Pavement Management Plan update.

c. Commissioner Requests for Future Agenda Items

Chairperson Landis invited commissioner requests for future agenda items. Vice Chairperson Ojo brought up the proposed state-wide mandate for provision of water to low-income customers and the potential to allow for customers in an assistance program to have the ability to have water utility paid. The State water board was conducting an event at University of California, Riverside on Friday, February 7 to discuss making water accessible to all. Commissioner Ojo asked the status of the groundwater council, and staff responded it was in draft and not yet gone to Council. Commissioner Stockton asked how water and sewer would be impacted due to the potential for high density development (with regard to Measure G). Mr. Wittman

explained staff was going to be updating the water, wastewater, and non-potable master plans which would address this question. An update to traffic signals was asked by Commissioner Ojo. Ms. Weathers would need to confirm if that subject matter falls under the commission's purview. Discussion followed regarding the list of items that commissioners had been requesting and the desire to prioritize the scheduling of items on a more regular basis.

E. Public Comment

Mr. Bell inquired the status of the vacancy for the Municipal Utilities and Engineering Department Director.

F. Adjournment

The next regular meeting would be on April 6. The meeting was adjourned at 5:00 pm.

Jane Weathers

Jane Weathers, Senior Administrative Assistant