



CITY OF REDLANDS  
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION

**APPROVED**  
**@ MUPWC'S**  
**regular meeting**  
**Aug. 6, 2018**

REGULAR MEETING MINUTES

Monday, June 4, 2018, at 4:00 P.M.

Municipal Utilities and Engineering Department  
Conference Room  
35 Cajon Street, Suite 15A

- I. Municipal Utilities/Public Works Commission - Call to Order, Roll Call and Approval of Regular Meeting Minutes of August 7, 2017, and April 2, 2018, and Special Meeting Minutes of April 16, 2018

The regular meeting of the Municipal Utilities/Public Works Commission (Commission) was called to order at 4:00 pm by Acting Chairperson Landis with a roll call of all commissioners present, except Chairperson Mark Stanson and Commissioner Bill Bayne who were excused. Below is the list of all present at the meeting.

Commissioners Tim Landis, Norm Miner, Richard Hernandez, R. Brad Thoms, and Adekunle Ojo; City staff Municipal Utilities and Engineering Deputy Director Savat Khamphou, Assistant City Engineer Michael Pool, Civil Engineer Jason Montgomery, and Senior Administrative Technician Jane Weathers.

**A motion was made by Commissioner Miner and seconded by Commissioner Hernandez to approve the August 7, 2017, and April 2, 2018, regular commission meeting minutes and the April 16, 2018, special commission meeting minutes and were approved unanimously.**

- II. Continued Business

- a. Progress of Current Capital Improvement Projects and Executive Summary Overview

- i. Mr. Pool provided an update to the Commission on the current capital improvement projects presented via an executive summary which categorizes projects in different stages from design to warranty period after completion. Currently there are 25 different projects consisting of water and sewer replacements and relocations, street resurfacing, rail (Redlands Passenger Rail Project), alley improvements, parking structures, reservoir rehabilitations, crosswalk improvements and installations and quiet zones. These all may involve in-house design and review and/or coordination with a consultant or separate/lead agency through project implementation and completion. Mr. Pool responded to questions such as those related to bid openings for upcoming projects and explained how the water capital improvement program project will replace or repair water lines in streets where resurfacing will be anticipated through the PARIS program.

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### III. Old Business

#### a. Progress of the Wastewater Treatment Plant Facility Assessment and Request for Proposals for Engineering Services to Complete the Assessment

i. Mr. Montgomery provided a very thorough background on the history of the city's wastewater treatment plant and the current state of the plant. The plant was built in 1962 with a capacity of 2.4 million gallons per day (MGD). In 1972 and 1987 expansions were made which resulted in increased capacity of 9.5 MGD. An overview of needs and modifications prioritized over the next several years including energy savings and improved efficiencies and reliability were part of the assessment. Mr. Montgomery explained the assessment process, critical components identified within the plant inventory, milestones for short-term and long-term planning for the plant. As this is still in the beginning stages, cost and funding will be discussed among many other item. Staff will continue to keep the commission apprised of the facility assessment and will coordinate a tour of the wastewater treatment plant with the commission at a later date.

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).

A public comment was made concerning sewer issues that may impact customers should the wastewater treatment plant become inoperable.

### V. Communications

#### a. Report of the Commission's Annual Presentation to City Council on May 1, 2018

i. Acting Chairperson Landis explained the annual report had been presented to City Council by Chairperson Stanson at their meeting on May 1. The report went well and no comments or questions were presented to Mr. Stanson. For the next year's report, the Commission will anticipate additional items to be presented to them for review and for their consideration.

#### b. Commissioner Reports and Requests for Future Agenda Items

i. An update on detailed projects, including the University Avenue offramp, and solid waste was requested.

### VI. Adjournment

a. The meeting was adjourned at 5:15 PM.

Jane Weathers

Jane Weathers, Senior Administrative Technician