



CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION

APPROVED
@ MUPWC'S
regular meeting on
Feb 3, 2020

REGULAR MEETING MINUTES

Monday, December 2, 2019, at 4:00 pm
Civic Center, 35 Cajon Street, Suite 15A

A. Call to Order, Roll Call, and Approval of Meeting Minutes from September 16 and November 7, 2019 special meetings

The regular meeting of the Municipal Utilities/Public Works Commission (Commission) was called to order by Commissioner Landis at 4:03 pm with four commissioners initially present, one commissioner who arrived after roll call, and two commissioners excused. Commissioners Venkatraman and Stockton both had an urgent matter to attend to and were excused from the meeting. Below is the list of Commissioners and staff present at the meeting and any public who signed in.

Commissioners Tim Landis, Brad Thoms, Norm Miner, Richard Hernandez, and Adekunle Ojo; City staff Interim Municipal Utilities and Engineering Department Director Chris Boatman, Senior Project Manager Ross Wittman, Water Resources Specialist Cecilia Griego, One Stop Permit Center Manager Don Young, Senior Civil Engineer Goutam Dobey, Construction Manager Kyle Wagner, and Senior Administrative Assistant Jane Weathers; and guests Dennis Bell, John and Carol James, and Andy Hoder.

A motion was made by Commissioner Miner, seconded by Commissioner Thoms, to approve both special meeting minutes of the Municipal Utilities/Public Works Commission for September 16 and November 7, 2019. The motion carried and was approved unanimously.

B. Public Comment
No public comments.

C. New Business
a. Selection of Municipal Utilities/Public Works Commission's Chairperson and Vice Chairperson for the 2020 Calendar Year

Due to not having a full quorum, Chairperson Landis suggested waiting to the next meeting and when there is a full quorum to conduct the selection. All present agreed.

A motion was made by Commissioner Miner to table the Chairperson/Vice Chairperson selection to the next meeting. Commissioner Hernandez seconded the motion which carried unanimously.

D. Continued Business

a. Discussion and Possible Recommendation to City Council - San Bernardino Valley Municipal Water District's proposal for City of Redlands to join the San Bernardino Basin Groundwater Council

Interim Director Boatman briefly summarized the proposal from San Bernardino Valley Municipal Water District (Muni) for the City of Redlands to enter into the San Bernardino Basin Groundwater Council presented to the Commission earlier in November. A few key points were reiterated in addition to noting the primary purpose for the agreement is to ensure reliable water supply via a share of cost methodology and cooperation of participating agencies that utilize the San Bernardino Basin.

With an effective date of February 23, 2018, the five year framework agreement has about two and a half years remaining, with several agencies, such as cities of Rialto, Loma Linda, San Bernardino, Yucaipa Valley Water District, East Valley Water District, and Bear Valley Mutual Water Company, participating in it. A brief discussion and responses to Commissioners' questions ensued prior to the Commission reaching a consensus to recommend that the Redlands City Council enter into the framework agreement.

A motion was made by Commissioner Miner to recommend to the City Council to enter into the San Bernardino Basin Groundwater Council Framework Agreement, dated February 23, 2018. The motion was seconded by Commissioner Hernandez and carried unanimously.

Following further discussion, Interim Director Boatman advised the Commission staff will inform them when the item is scheduled on the City Council agenda and requested one commissioner attend that meeting and be available to respond to any questions. All commissioners present were amenable to the request.

E. Old Business

a. Status of the Wastewater Treatment Plant

Interim Director Boatman provided an update on the current status and improvements being made to the City's Wastewater Treatment Plant (WWTP). Following the conclusion of the WWTP's assessment, several items needed to be addressed immediately which were not originally included in the scope of services with Parsons, the firm hired by the City to evaluate and design improvements needed for the WWTP. Needed improvements, such as equipment, supplies, and modifications to existing processes, and review of available wastewater funds is in response to WWTP assessment findings. These findings directly impacted staff's pursuit of state revolving funds for WWTP improvements. Understanding the Utilities Advisory Committee (UAC) has a pending recommendation to increase wastewater rates, in addition to water and nonpotable rates, staff will apprise the UAC on the status of the rate study. As the UAC wastewater recommendation made in July was based on information at that time, staff will provide an update on the WWTP as well.

Following a brief discussion of timing and coordination of WWTP improvements, continued efforts of Parsons, and anticipated purchase and installation of WWTP equipment and

other plant components, staff explained the rate study will be on hold until further notice and after immediate WWTP upgrades are made using current available wastewater funds.

F. Communications

a. Commissioner's Report of Activities

No report of activities.

b. Commissioner Requests for Future Agenda Items

As a follow up to a request in previous Commission meetings, it was highly advised that staff consider events, such as the annual bike race, and coordinate construction activities so they do not negatively impact events. Staff was commended on the current water main replacement project, in that the observed construction activities and contractor coordination, such as traffic control and road closures, thus far have been well-executed and minimally invasive for thru traffic. It was recognized that an item to adopt a policy on the discontinuation of residential water service for non-payment was on the December 3 City Council's agenda in response to the SB998 bill that becomes effective in February 2020. Commissioners requested an update on recycling and food to waste regulations and the City's adherence to requirements, status of the regional urban water management plan, and update on the flood plain management plan.

G. Public Comment

Guest and current Utilities Advisory Committee Chairperson John James asked if staff would consider coordinating the upcoming street resurfacing project around the Redlands Bicycle Classic scheduled April 22 through April 26 so there is no construction or street closures impacting the route. Additionally, if Garden and Highland could be completed prior to the annual bike race, it would be very much appreciated.

H. Adjournment

The meeting was adjourned at 4:55 pm.

Jane Weathers

Jane Weathers, Senior Administrative Assistant