



CITY OF REDLANDS  
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION

**APPROVED**  
**@ MUPWC'S**  
**SPECIAL MEETING**  
**ON FEB. 25, 2019**

SPECIAL MEETING MINUTES

Monday, February 11, 2019, at 4:00 pm  
Civic Center, 35 Cajon Street, Suite 15A

A. Call to Order and Roll Call

The special meeting of the Municipal Utilities/Public Works Commission (Commission) was called to order by Commissioner Landis at 4:15 pm with four commissioners present except Adekunle Ojo, R. Brad Thoms, and Norm Miner. Below is the list of Commissioners and staff present at the meeting and any public who signed in.

Commissioners Tim Landis, Steve Stockton, Richard Hernandez, and Bill Bayne; City staff Municipal Utilities and Engineering Director Paul Toor, Municipal Utilities and Engineering Deputy Director Savat Khamphou, , and Senior Administrative Technician Jane Weathers.

**A motion to approve the December 3, 2018, regular commission meeting minutes was made by Commissioner Miner, seconded by Vice Chairperson Ojo, and approved unanimously.**

B. Old Business

a. Status of Wastewater Treatment Plant

The Commission was invited to an anticipated special City Council meeting workshop that would entail an overview of the status and preliminary assessment of the City's Wastewater Treatment Plant. Ms. Weathers stated she would provide a link to the meeting agenda and report once it was published. A discussion ensued of a recap of the status of the plant and related anticipated design contract. Additionally, it was relayed that staff would be anticipating further direction from City Council with regard to the item being brought to this Commission for further review and recommendation(s) to City Council.

C. New Business

a. Update on the Pavement Accelerated Repair Implementation Strategy Program

An update on the Pavement Accelerated Repair Implementation Strategy (PARIS) Program was provided to the Commission by Mr. Khamphou and Mr. Dobey. The initial Five-Year PARIS program which began in 2012 following Council's approval of the program is completing one of the phases of the initial program. The next phase will conclude the final two-thirds of streets (approximately 47 lane miles) to be resurfaced according to the approved prioritization matrix. Following some questions clarifying the PARIS map and concern of the percentage of major streets versus local streets that have been resurfaced under the program, staff plans to re-evaluate the program, funding, prioritization mechanisms, and techniques related to resurfacing. Once that is done, staff plans to present to the Commission for input.

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A separate but related question was asked how the city responds to concerns of potholes. Staff explained those inquiries typically are coordinated through the Quality of Life department and there is a mobile app, 311 app, that is also on the City's website where potholes, among many other concerns, can be reported and tracked.

b. Status of Water Pipeline Project

Mr. Khamphou provided a status on water pipelines that will be replaced and/or upgraded to meet current demands and which will precede any streets that will be resurfaced within the PARIS program. At least eighty percent of the water pipelines needing replacement are steel pipe, and prioritization of those pipelines will be based on pipeline age, material, leak history, etc. Overall cost will be considered in addition to assessing available funding and exploring other funding mechanisms.

c. Discussion and Possible Action Related to Presentation to City Council on Commission's Accomplishments and Goals

For the Commission's annual presentation this year on March 5, the Commission would first need to choose a Commissioner and an alternate to present their report to City Council. Additionally, the Commission would need to determine how the report would be presented and if a PowerPoint would be desired. Using the format that was presented last year, a draft was provided to the Commission for their review and input. Chairperson Landis suggested tabling the item; therefore, a special meeting or two were proposed within the month. February 11 and February 25 were the selected dates for which a quorum was tentatively established. Following confirmation, a special meeting agenda would be distributed for the proposed February 11 date and a draft emailed to the Commission encouraging comments be provided to Ms. Weathers prior a special meeting. **A motion was made by Commissioner Miner to adjourn this item to a special meeting on February 11, seconded by Commissioner Hernandez, and approved unanimously.**

C. 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).

There were no public comments.

D. Communications

a. Report of the Commission's Activities

Vice Chairperson Ojo reported on a public state budget hearing on February 5 concerning a tax the Governor is proposing a statewide water tax, Senate Bill 998 concerning water agencies and water shut-off restrictions and capped fees for low income customers. Additionally, Assembly Bill 401 was passed and anticipating legislative adoption to require the state water board to find a program to assist customers with paying their utility bills.

b. Commissioner Reports and Requests for Future Agenda Items

Chairperson Landis suggested having an update on the water regulations and the impact to the City routinely for the Commission and if any recommendation would be needed, it would be determined at that time and scheduled for a following meeting. It was requested to have an update concerning the City's storm water fund. For the regular April meeting, it was proposed to hear updates on the Municipal Utilities and Engineering Department's Five-Year Capital Improvement Program, development impact fees (DIF) and related projects utilizing DIF funding, storm drains, flood control and related maintenance, flood prevention, solid waste division, water conservation and watering restrictions (regulations imposed or lifted by the state), and the wastewater treatment plant.

E. Adjournment

The meeting was adjourned at 5:25 pm.

*Jane Weathers*

Jane Weathers, Senior Administrative Technician