



CITY OF REDLANDS
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION

SPECIAL MEETING MINUTES
Monday, April 22, 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 4:00 pm with five commissioners present and two absent. Commissioner Bayne was excused and Commissioner Hernandez was unexcused. Below is the list of Commissioners and staff present at the meeting and any public who signed in.

Commissioners Tim Landis, Steve Stockton, Adekunle Ojo, Brad Thoms and Norm Miner; City staff Senior Project Manager Ross Wittman, Associate Engineer Goutam Dobey, and Senior Administrative Technician Jane Weathers; and guests Dick Corneille, John and Carol James, John Egan, and Dennis Bell.

A motion to approve the minutes from the Commission's special meeting on February 25, 2019 was made by Commissioner Stockton, seconded by Commissioner Miner, and approved unanimously.

B. Old Business

a. Status of Wastewater Treatment Plant (Jason Montgomery)

Mr. Wittman provided an update on the Wastewater Treatment Plant and stated the peer review assessment of the Plant's condition is anticipated in July or August. The group briefly discussed the financial assessment portion of the peer review, and noted that plans and specifications to be prepared for anticipated related construction work for the Plant would be bid separately.

C. New Business

a. Update on Development of Water and Sewer Master Plans (Jason Montgomery)

An update of the water and sewer master plans was provided by Mr. Wittman who stated the costs for review and update of the plans was included in next year's budget. The last time the master plans had been completed was in the mid-1990s for each master plan. A question was raised as to whether rate increases were built in future budget years. It was mentioned that master plans offer a way to gauge percentage of project completion, if they are included in master plans.

b. Status of Water Pipeline Project (Goutam Dobey)

Mr. Dobey presented a few maps to the group which identified water pipeline to be replaced due to leaks, age, material, and which will be coordinated ahead of streets to be resurfaced under the next Pavement Accelerated Rehabilitation Implementation Strategy (PARIS). There are some locations where the pipe to be replaced will be upsized to a minimum of an 8 inch diameter, and majority of the pipe to be replaced in the next capital improvement project are steel mains.

c. Status of water and sewer rate study (Ross Wittman)

The commission was informed that staff is working with the consultant, Raftelis Financial, selected to conduct the water and sewer rate study by providing data to review. Staff was awaiting additional applicants and once there was a sufficient pool then the selection would proceed for City Council to appoint members to the Utilities Advisory Committee (UAC). There was a question of the UAC's review and recommendation of rates and whether it was two or five years. The municipal code provides that the UAC reviews the rates bi-annually, and they have been able to recommend rate adjustments for more than two year intervals. It was desired to ensure a long-range financial plan would be considered and for customers to have a good understanding of rates. Staff would provide an update to the Commission on the rate study again in the future.

D. Continued Business

a. Commission's Annual Presentation to City Council (Chairperson Landis)

Due to the timeframe, the presentation that Chairperson Landis presented to City Council would not be presented to the Commission. The presentation (PowerPoint document and City Council meeting video) was available to view on the website.

E. Public Comment

There were no public comments.

F. Communications

A brief discussion ensued regarding recent fires and resulting erosion following rains that occurred in other areas in the state. Items that were requested for a future meeting are prioritization of projects, flood control plan, transit villages, rail project, Esri, financial viability, system expansions and liability, undergrounding of electrical utilities, accessibility around town, palm fronds and related claims from fallen fronds, and tree trimming.

G. Adjournment

A motion was made by Commissioner Miner to adjourn the meeting, seconded by Vice Chairperson Ojo. Motion carried and meeting was adjourned at 5:10 pm.

Jane Weathers

Jane Weathers, Senior Administrative Technician