

# CITY OF REDLANDS

## 2019 UTILITIES ADVISORY COMMITTEE

### SPECIAL MEETING AGENDA

JOHN JAMES, CHAIR  
RICHARD CORNEILLE  
CHRISTINE ROQUE  
MONTY DILL

JONATHON CORBRIDGE  
ERNEST MARQUEZ, JR  
RICH SMITH

This will be a teleconference meeting via Zoom.

Following public health recommendations to limit public gatherings during the COVID-19 pandemic, City Manager Charles M. Duggan, Jr., acting as the City of Redlands Emergency Services Director has directed that Commission/Board meetings be closed to the public until further notice or until the current local State of Emergency has been lifted.

All votes during the teleconferencing meeting via Zoom will be conducted by roll call.

**HOW TO SUBMIT COMMENTS:** In order to have your public comment read into the public record at the meeting, members of the public are asked to submit comments (250 words or less) by 2:00 p.m. (noon) on Wednesday, December 16<sup>th</sup> by email at [boehling@cityofredlands.org](mailto:boehling@cityofredlands.org), or by telephone at 909-798-7527 x7.

Individuals with a disability, consistent with the Americans with Disabilities Act, who need assistance with public comment, may contact Goutam Dobey by telephone at 909-798-7584 x2 or by email at [gdobey@cityofredlands.org](mailto:gdobey@cityofredlands.org) at least two hours before the meeting to make alternate arrangements.

The following information comprises the agenda for a meeting of the 2019 Utilities Advisory Committee of the City of Redlands at the date and time noted below.

**THURSDAY, DECEMBER 17, 2020**  
**6:00 P.M.**

#### **ZOOM MEETING INFORMATION:**

Please click the link below to join the webinar or call the numbers listed:

<https://cityofredlands.zoom.us/j/96673733994?pwd=TWJUUnZyem9yUnZSNG4zQ0JXQzhhUT09>

**Webinar ID: 966 7373 3994**  
**Passcode: 730508**

Or you may call any of the following numbers to join the meeting:

Toll-Free: (877) 853-5247 or (888) 788-0099

US locations: (669) 900-6833 | (253) 215-8782 | (346) (248)-7799

(301) 715-8592 | (312) 626-6799 | (929) 205-6099

**CITY OF REDLANDS**  
**2019 UTILITIES ADVISORY COMMITTEE**  
**SPECIAL MEETING AGENDA**  
**THURSDAY, DECEMBER 17, 2020**  
**6:00 P.M.**

- 1. ATTENDANCE**
- 2. CALL TO ORDER**
- 3. PUBLIC COMMENT**

*Committee Liaison Liz Boehling will read all public comments, up to 250 words, into record if they are received in accordance with the submittal timeframe stated on the previous page.*

*The Committee may not discuss or take any action on any public comment made, except that the Committee Members or staff may briefly respond to statements made or questions posed by members of the public. However, any matter that requires action will be referred to staff for a report and possible action at a subsequent meeting.*

- 4. APPROVAL OF MINUTES**

- A. December 3, 2020 Minutes**

- 5. NEW BUSINESS**

- A. Update on Water, Wastewater and Non-Potable/Recycled Water Masterplans**
- B. Scope, and schedule for the remaining improvement for Wastewater Treatment Plant**

- 6. CONTINUED BUSINESS**

- A. Presentation of Water, Wastewater and Non-Potable/Recycled Water Financials**
- B. Presentation of Water, Wastewater and Non-Potable/Recycled Water Rate Models**

- 7. STATUS REPORT**

- 8. POSSIBLE AGENDA ITEMS FOR NEXT MEETING**

- 9. ADJOURNMENT**

**ATTACHMENTS:**

- A. Draft Minutes of December 3, 2020 Meeting**

## Utilities Advisory Committee

MEETING MINUTES (Meeting #8 on December 3, 2020)

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### I. Call to Order, and Roll Call

Chairperson James called the eighth 2019 Utilities Advisory Committee (UAC) meeting to order at 6:02 pm. Following a roll call the following UAC members were present: John James, Christine Roque, Richard Smith, Monty Dill and Richard Corneille. Jonathon Corbridge and Ernest Marquez, Jr were able to log into Zoom after the roll call was completed. City of Redlands staff City Manager Charlie Duggan, MUED Director John Harris, Senior Project Manager Ross Wittman, Utilities Operations Manager Kevin Watson, Civil Engineer Goutam Dobey, Engineering Volunteer Johana Silva, Administrative Analyst Elizabeth Boehling and Raftelis Financial consultants Sudhir Pardiwala, and Lauren Demine, were all in attendance.

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### II. Public Comment

MUED staff Liz Boehling received one public comment which was read into the record.

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### III. Approval of Special Meeting Minutes of February 20, 2020

During discussion of meeting minutes from February 20, 2020, Mr. Corneille asked that the word "water" be added to section III, paragraph four, second line from bottom to read: *"Additionally, master plans for water, wastewater and non-potable were also planned for review."*

**A motion was made by Committee Member Roque to recommend the word "water" be added to the minutes. Committee Member Corneille seconded the motion approving the meeting minutes 4-1.**

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### IV. Moment of Silence for Michael Ten Eyck

Chairperson James called for a moment of silence to remember former commissioner Michael Ten Eyck, who passed in 2020.

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### V. Welcome of Monty Dill & election of Chairperson and Vice-chair

With the passing of Michael Ten Eyck and the addition of commissioner Monty Dill commissioner John James requested the election of Chairperson and Vice Chairperson be added to the agenda. He asked Ross Wittman to conduct the vote for Chairperson.

Mr. Wittman requested members to entertain a motion nominating a Chairperson for the 2019 UAC for the duration of the study by stating his or her name and who is being nominated. **A motion was made by Committee Member Corneille nominating John James for Chairperson. Committee Member Smith seconded the motion which was approved 7-0 by roll call vote.**

Chairperson James requested members to entertain a motion nominating a Vice

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## Utilities Advisory Committee

MEETING MINUTES (Meeting #8 on December 3, 2020)

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Chairperson for the 2019 UAC for the duration of the study by stating his or her name and who is being nominated.

**A motion was made by Committee Member Roque nominating Richard Corneille for Vice Chairperson. Committee Member James seconded the motion which was approved 7-0 by roll call vote.**

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### **VI. Update on Water, Wastewater and Non-Potable Water Financials and Rate Models**

Mr. Wittman let the commission know that the financials and rate models will be continued business for the December 17, 2020 meeting.

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### **VII. Update on Wastewater Treatment Plant Rehabilitation Project including Phase 1A and Phase 1B**

Mr. Wittman provided an update on the Wastewater Treatment Plant Rehabilitation Project. He presented a short summarization of the wastewater plant from its inception in 1962 and the various plant upgrades over the past 58 years.

Mr. Wittman informed the Committee, Phase 1A of the Wastewater Treatment Plant Rehabilitation was completed in November and included the installation of 6 new trains of membrane bioreactors (MBR) inclusive of 84 total MBRs.

Mr. Wittman further informed the Committee, Phase 1B will include fine screen installation, ejector priming system upgrades, scour blowers & associated ancillaries upgrades, digester boilers & heat exchanger upgrades, and gas conditioning upgrades. The scope for Phase 2 is currently being conducted, and City staff expect the scope to be completed by the end of December.

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### **VIII. Possible Agenda Items for Next Meeting**

Committee Member Roque requested that Phase 2 be discussed at the December 17<sup>th</sup> meeting.

Committee Member Marquez Jr. requested an update on City's revenues as it relates to the COVID-19 pandemic be discussed at the December 17<sup>th</sup> meeting.

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### **IX. Adjourn**

The meeting was adjourned at 6:52 pm.

Elizabeth Boehling, Administrative Analyst