

**CITY OF REDLANDS**  
**MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION**  
**Regular Meeting Minutes**  
**June 7, 2021, 4:00 PM**

June 7, 2021 meeting minutes were approved at the MUPWC's August 9, 2021 meeting.

This meeting was conducted as a teleconference meeting. All votes during the meeting were conducted via roll call.

In compliance with public health recommendations to limit public gatherings during the Covid-19 pandemic and acting as the City of Redlands Emergency Services Director, City Manager Charles M. Duggan Jr., directed meetings of the Municipal Utilities/Public Works Commission (MUPWC) of Redlands be closed to the public until further notice or until the current local State of Emergency has been lifted. The MUPWC will continue to meet to conduct essential business. Any public comments (up to 250 words) received by noon, June 7, 2021, were read aloud by MUPWC liaison.

**1. ATTENDANCE**

A quorum was reached with the following commissioners present at time of roll call: Vice Chairperson Steve Stockton, Commissioners Chandrasekar 'CV' Venkatraman, Tom Breitkreuz, Zachary Travis, and David Garcia. A quorum was established with 5 of 7 members present at time of roll call. Chairperson Adekunle Ojo and Commissioner Brad Thoms were excused after the fact as both encountered challenges in joining the meeting due to their connectivity issues. City staff and guests present were: City Council Liaison Eddie Tejada, Municipal Utilities and Engineering Director John Harris, Engineering Manager Goutam Dobey, Utilities Operations Manager Kevin Watson, Senior Project Manager Ross Wittman, Construction Manager Kyle Wagner, and MUPWC Liaison/Administrative Analyst Elizabeth Boehling. Following the meeting, one member of the public alerted City staff that after attempting to connect to the meeting via the Zoom login and passcode on the agenda he was unable to connect and hear the meeting.

**2. CALL TO ORDER**

The meeting was called to order at 4:10 PM. Vice Chairperson Steve Stockton thanked and welcomed everyone for attending.

**3. PUBLIC COMMENT**

Mrs. Boehling stated no public comments had been received.

**4. APPROVAL OF MINUTES**

**A. April 5, 2021 Regular Meeting Minutes**

The minutes for the April 5, 2021 regular MUPWC meeting were reviewed.

**A motion was made by Commissioner Garcia and seconded by Commissioners CV and Breitkreuz (both were heard simultaneously) to approve the meeting minutes for April 5. Vice Chairperson Stockton asked all in favor to say aye and noted none opposed. The motion passed 5-0.**

**5. DIRECTOR'S REPORT**

Director Harris reiterated this portion of the Commission's agenda is a follow up report to the Commissioners of any items requested at their previous meeting(s), and that he would provide highlights to the report contained within the agenda packet disseminated and published prior to the meeting.

To begin, Director Harris mentioned City staff Jane Weathers had recently registered each MUPW commissioner to automatically receive via email the Planning Commission meeting agendas and that they may unsubscribe any time.

A status of the water and wastewater operations was provided. Through 2020, slightly more water than the average 2018-2019 year was distributed, and about 3% more sewage was treated. This was likely due to more residents at home during the Covid-19 pandemic and increased outdoor water usage. The decrease in recycled water usage last year may have been due to many businesses reducing their irrigation needs throughout the pandemic. The additional potable water production encountered increased total organic carbons causing seasonal algae blooms. Several miles

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of sewer lines are being cleaned weekly. Laboratory staff saw an increase in water quality testing and analyses due to additional wells being utilized. The warmer weather results in lower flow and increased solids, requiring staff to manage the biological and chemical reactions that incur. The recycled water demand is now beginning to increase which is typical for this time of year.

Regarding the City's 2020 Water Pipeline Replacement Project, the project was awarded to Tryco General Engineering in April and will replace about two miles of aging waterlines with completion expected in summer 2021.

Concerning the Pavement Management Project (PMP), Director Harris explained the bid was rescinded due to a contracting issue and the contractor safety plan that would potentially escalate the project and future project costs. To resolve this, staff is combining the FY 20/21 and FY 21/22 PMPs into one PMP project and issuing a new request for bids (RFB) in late July/early August. A new construction contract and procurement/contracting procedures will be revised for City Council's consideration, with the plan to award the PMP project in September with an anticipated completion by spring 2022. A brief discussion ensued regarding the City's contractor safety program and the anticipated inclusion of an appeal process. In response to an inquiry regarding the impact to the water project that coincides with the pavement projects, Director Harris anticipated no impact.

In response to an inquiry from Vice Chairperson Stockton regarding the City Council's recent approval of an approximate \$609,000 financial contribution to Inland Valley Development Authority (IVDA), the agency responsible for the redevelopment around the San Bernardino International Airport, Director Harris provided explanation. As part of that redevelopment, Mountain View Avenue was identified in the Environmental Impact Report (EIR) adopted over a decade ago to improve its infrastructure. Over the years, City and IVDA coordinated to include three of the City's project improvements (which were not required per the EIR) within IVDA's scope of work. These efforts were beneficial to IVDA and the City by incorporating City projects into IVDA's construction projects and maximized City's funding budgeted for each project.

Director Harris' report includes quarter versus annual CIP project updates to the MUPWC which was detailed in Attachment D of the report. Following FY 21/22 budget adoption at the June 15<sup>th</sup> City Council meeting staff presented to City Council their recommendations of issued RFBs and sole source waiver recommendations. Staff coordinated and planned projects and procurement swiftly to meet an aggressive FY 21/22 CIP delivery schedule to include many projects such as: multi-year well rehabilitation and booster pump replacements; water and non-potable water meter replacements and meter pit lids installed with Automated Meter Infrastructure antennas; water infrastructure condition, seismic, and structural assessment; Sunset Reservoir/Recycled Water Reservoirs engineering; and Tate Water Treatment Plant's program logic controller. Commissioner Garcia noted a funding opportunity through East Valley Water District and the California Resource Agency offering grant monies for replacing water meters.

The wastewater, potable, and non-potable water master plans are currently in progress. The potable and non-potable master plans fell behind schedule by about eight weeks due to the departure of the consultant's project manager. All master plans have hydraulic models completed which are also in staff review.

The condition, seismic, and structural assessment of the City's critical water infrastructure has facilitated the reduction of future anticipated water capital project costs and allowed for the inclusion of data and recommendations within the request for proposals for the Sunset Reservoir/Recycled Water Reservoirs Engineering Project. Updates to follow on the assessment and whether the City is awarded a CalOES grant which may pay for this assessment.

**6. OLD BUSINESS**

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**A. Format of Future Public Meetings**

It was reported that public meetings will continue to be conducted through Zoom until further notice. Staff is awaiting City Council's decision to modify the public meeting venues which could change by July. No further comments were received on this matter.

**7. NEW BUSINESS**

Staff did not have any new business to discuss.

**8. POSSIBLE AGENDA ITEMS FOR NEXT MEETING**

Commissioner Garcia brought up an article regarding San Bernardino Valley Municipal Water District (Valley District) and Seven Oaks Dam. In the early 1990s the cities of Redlands, San Bernardino, and Riverside (through Western Municipal Water District) paid for access to domestic water and the inlet/outlet behind the dam. He asked if the City or Valley District can provide an update on an environmental assessment that may have been completed and when access to the water behind the dam will be available. Discussion amongst the commission followed with Director Harris offering to research and provide an update.

Vice Chairperson Stockton asked about the vulnerability of the City's water system and for an update on the seismic vulnerability study. Commissioner CV provided his experience on performing vulnerability assessments and implementation. Director Harris will provide an update on the vulnerability assessment currently being performed and which staff has already budgeted in the next fiscal year to implement improvements.

Director Harris inquired if there were any other items and summarized the following to be provided at the next meeting: an update on the environmental process of the Seven Oaks Dam intake and outlet structure, status of vulnerability assessments and seismic plan, and a more detailed construction and/or improvement projects budgeted for FY 2021-2022.

Following an inquiry regarding the placement of vertical rubber sticks at the gore point on Ford Street at Redlands Boulevard to make that area more visible, Director Harris stated staff will remain aware of it.

Commissioner Garcia requested to add to the next agenda an update on the City's water conservation turf rebate program and clarify if it includes commercial and multi-residential owners (and Home Owners Associations). Director Harris asked Mr. Wittman to provide a follow up to the Commission to clarify if the City's rebate program includes commercial entities or if the City would consider expanding tending rebate opportunities within its program.

City Council Liaison Tejeda asked for an update on what the department is doing currently and planning to do in the future to ensure the Wastewater Treatment Plant does not end up in the state it was in December 2019. A brief discussion ensued regarding prior utilities rate studies, annual CPI adjustments, plant equipment lifespan, and planning and budgeting for capital projects. Director Harris will add an update on this subject to the next agenda.

Commissioner Breitzkreuz requested adding to a future agenda the discussion of a sinking fund for capital projects to replace infrastructure. Director Harris explained the City reserves funding designated by a line item for anticipated projects. Vice Chairperson Stockton requested to add to the Commission agenda nearer to budget time.

**9. ADJOURNMENT**

Vice Chairperson Stockton thanked everyone and adjourned the meeting at 4:52 pm. The next regular meeting is scheduled for August 2, 2021.