



CITY OF REDLANDS  
MUNICIPAL UTILITIES/PUBLIC WORKS COMMISSION

**APPROVED**  
**@ MUPWC'S**  
**special meeting on**  
**9/16/2019**

SPECIAL MEETING MINUTES  
Monday, June 24, 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 4:05 pm with four commissioners present, Commissioners Hernandez and Ojo absent, and one vacancy. Below is the list of Commissioners and staff present at the meeting and any public who signed in.

Commissioners Tim Landis, Steve Stockton, Brad Thoms and Norm Miner; City staff Utilities Operations Manager Kevin Watson, Deputy Director Savat Khamphou, Water Distribution Superintendent David Newland and Senior Administrative Technician Jane Weathers; and guests Andy Hoder, Dennis Bell, and Utilities Advisory Committee member Christine Roque.

**A motion to approve the minutes from the Commission's special meeting on April 22, 2019 was made by Commissioner Miner, seconded by Commissioner Stockton, and approved unanimously by all four commissioners present.**

B. Old Business

a. Status of Wastewater Treatment Plant

Mr. Khamphou provided an update on the Wastewater Treatment Plant (Plant) stating that staff is awaiting the condition assessment from Parsons and soon after that the peer review will be conducted. A brief discussion ensued regarding next steps and related timelines depending upon what the recommendation(s) will be from each consultant. An update will be provided to the Commission at a later date and following staff's receipt of consultants' finalized reports.

b. Status of development of water and sewer master plans

Mr. Khamphou updated the Commission on the status of the current city's water and sewer master plans, adopted in the mid-1990s, and which are in need of being updated. Mr. Khamphou explained that funding was included within the fiscal year budget (2019/20) for the plans to be reviewed/updated.

c. Status of water and sewer rate study

Since the Commission's last meeting in late April, City Council appointed seven members to comprise the Utilities Advisory Committee (UAC). Staff, alongside with the rate study consultant, Raftelis Financial, met four times and anticipate additional meetings over the next month. In addition to gaining a necessary understanding of water and sewer budgets,

Municipal Utilities/Public Works Commission  
Special Meeting  
June 24, 2019

most members of the UAC scheduled individual tours of the Wastewater Treatment Facility which allowed an opportunity for staff to address any of their questions. Staff will apprise the Commission of the UAC's recommendations prior to proposing them to City Council.

#### C. Public Comment

Mr. Hoder inquired of a potential of outside agencies' impact to the Wastewater Treatment Plant. Mr. Bell inquired of the review of the proposed rate increase for non-potable rate.

#### D. Communications

##### a. Commissioner's Report of Activities

Commissioner Stockton stated he attended the groundwater recharge dedication which was to include a tour of the Seven Oaks Dam, which continues to have settlement issues.

Ms. Weathers stated there is currently one vacancy on the Commission following Commissioner Bayne's resignation in late May. Commissioners were encouraged to share this information with anyone they know who may be interested in serving on this Commission and to submit a completed application to the City Manager's Office.

##### b. Commissioner Requests for Future Agenda Items

A request for an update on the San Bernardino County Transportation Authority's (SBCTA) rail project (the Arrow or Redlands Rail); SBCTA's interchange projects for east/west bound Alabama Street and University Avenue on/off ramps; sidewalk project(s) and prioritization of sidewalks to be considered for future projects; and the solid waste enterprise – specifically, (1) how its rate increases have impacted operations, (2) if regulatory requirements are being met, (3) how recyclables are picked up/sorted, where recyclables, solid and green wastes delivered, and (4) how landfill is impacted with all the changes. A concern that has been mentioned following fires is the city's ability to respond to wildfires.

Ms. Weathers explained she has retained a list of agenda topics the Commission has requested and continues to refer to it when coordinating regular and special meetings. She will continue to work with staff and outside agencies to schedule updates for the group.

#### E. Adjournment

Prior to adjourning the meeting, there was a brief discussion of a proposed special meeting tentatively anticipated on Thursday, July 11, time to be determined. A motion was made by Commissioner Stockton to adjourn the meeting, seconded by Commissioner Miner. Motion carried and meeting was adjourned at 5:21 pm.

*Jane Weathers*

Jane Weathers, Senior Administrative Technician