

CITY OF RIVERSIDE

BOARD OF PUBLIC UTILITIES

Minutes of: Regular Meeting of the Board of Public Utilities
Date of Meeting: March 25, 2019
Time of Meeting: 6:30 p.m.
Place of Meeting: Art Pick Council Chambers
3900 Main Street (at Main and Tenth Streets)
Riverside, California

UNAPPROVED

PLEDGE OF ALLEGIANCE TO THE FLAG WAS GIVEN

Roll Call

Present: Jo Lynne Russo-Pereyra (Chair) Dave Austin
David Crohn Jeanette Hernandez
Gil Ocegüera Jennifer O'Farrell
Andrew Walcker

Absent: Elizabeth Sanchez-Monville (absence due to vacation)

PRESENTATIONS

1 The Board recognized the following team responsible for the successful system development, testing, and implementation of the first year of the Water Utility Rate Plan effective July 1, 2018 and Electric Utility Rate Plan effective January 1, 2019:

- Nicholas Marrelli, Utilities Senior Analyst
- Gregg Tobler, Utilities Senior Analyst
- Ian Gearhart, Utilities Analyst
- Jonathan Cody, Utilities Analyst
- Rita Nicks, Billing Supervisor
- Cheryl Wilson, Administrative Analyst
- Corina Bernal, Customer Service Representative II
- Chasity Brownlow, Customer Service Representative II
- Nicky Johnson, Customer Service Representative II
- Judi Gonzalez, Customer Service Representative II
- Charles Morales, Customer Service Representative II
- Jimsy Nix, Customer Service Representative II
- Robert Rangel, Customer Service Representative II
- Kim Riddle, Customer Service Representative II
- Sandy Roberts, Customer Service Representative II
- Victoria Solorzano, Customer Service Representative II
- Adrienne Trujillo, Customer Service Representative II
- Donna Aguilar, Customer Service Representative II (Retired)
- Musa Rayyan, Senior Business Systems Support Analyst
- Sara Alger, Principal Management Analyst
- Tamera Marshall, Business Systems Support Technician
- Joel Mojica, Business Systems Support Technician
- Janice Tucker, Business Systems Support Technician

PUBLIC COMMENT

2 None.

CONSENT CALENDAR

A motion was made to approve the following items on the Consent Calendar.

Motion – Austin. Second – O'Farrell.

Ayes: Russo-Pereyra, Austin, Crohn, Hernandez, Ocegüera, O'Farrell, and Walcker.

Abstain: None.

Absent: Sanchez-Monville (absence due to vacation)

Minutes

3 The minutes from the Board of Public Utilities regular meeting held on March 11, 2019 was approved as submitted.

Electric Items

4 Approve a reduction in the total amount of previously approved Work Order No. 1810532 for the Freeman Switchgear and Transformer Upgrade Project from \$5,463,000 to \$3,638,268 to fund other immediate and critical needs in Fiscal Year 2018/19

The Board of Public Utilities approved a reduction in the total amount of previously approved Work Order No. 1810532 for the Freeman Switchgear and Transformer Upgrade Project from \$5,463,000 to \$3,638,268 to fund other immediate and critical needs in Fiscal Year 2018/19.

5 Award Bid No. RPU-7602 to Southern Contracting Company of San Marcos, California, for the Canyon Crest Area 2 Cable Rejuvenation Project, in the amount of \$496,666.65; and approve Work Order No. 1724058 in the amount of \$746,000

The Board of Public Utilities:

1. Awarded Bid No. RPU-7602 for the Canyon Crest Area 2 Cable Rejuvenation Project to Southern Contracting Company, of San Marcos, California, in the amount of \$496,666.65; and
2. Approved Work Order No. 1724058 in the amount of \$746,000 for work associated with the Canyon Crest Area 2 Cable Rejuvenation Project.

Water Items

- 6 Recommend that the City Council approve two Agreements for Acquisition of Temporary Construction Easements with Riverside County Transportation Commission over City owned parcels located near the intersection of Panorama Road and the Union Pacific Railroad tracks, also known as Assessor's Parcel Numbers 219-103-019, 219-182-006, -007, -012 and -016 for a time period of twenty-four (24) months for construction of the Pachappa Underpass Project (Project)

The Board of Public Utilities recommended that the City Council:

1. Approve the Agreement for Acquisition of Temporary Construction Easement (Agreement 1) for a duration of 24 months for Assessor's Parcel Numbers 219-182-006, -007 and -016 located near the intersection of Panorama Road and the Union Pacific Railroad tracks in the amount of \$105,000 in revenue to the City;
2. Approve the Agreement for Acquisition of Temporary Construction Easement (Agreement 2) for a duration of 24 months for Assessor's Parcel Numbers 219-103-019 and 219-182-012 located near the intersection of Panorama Road and the Union Pacific Railroad tracks in the amount of \$8,300 in revenue to the City; and
3. Authorize the City Manager, or his designee, to execute the Agreements, including making minor non-substantive changes, and to sign all documents and instruments necessary to complete the transactions.

- 7 Recommend that the City Council approve the Potable Water Emergency Interconnection with the City of Norco – 275 feet of new potable water pipeline – Work Order No. 1904589 for \$340,000

The Board of Public Utilities recommended that the City Council:

1. Approve Work Order No. 1904589 in the total amount of \$340,000 for all design, construction, paving, and construction contingency costs for the Potable Water Emergency Interconnection with the City of Norco; and
2. Authorize a supplemental appropriation in the amount of \$340,000 from Water Cash Reserves and appropriate expenditures to the Public Utilities System Expansion Account No. 6230000-470701 to fund the Potable Water Emergency Interconnection with the City of Norco.

Other Items

- 8 Recommend that the City Council approve the First Amended and Restated Agreement for Use of Low-Income Utility Bill and Deposit Assistance Funds with the County of Riverside, a political subdivision of the State of California, on behalf of Community Action Partnership of Riverside County for the Sharing Households Assist Riverside's Energy Program

The Board of Public Utilities recommended that the City Council:

1. Approve the First Amended and Restated Agreement for Use of Low-Income Utility Bill and Deposit Assistance Funds with the County of Riverside, a political subdivision of the State of California, on behalf of Community Action Partnership of Riverside County for the Sharing Households Assist Riverside's Energy Program to include options to extend the program from July 1, 2018 through June 30, 2024 for an annual program amount of \$2,800,000 and change the Grantee name as stated herein; and

2. Authorize the City Manager, or his designee, to execute the First Amended and Restated Agreement for Use of Low-Income Utility Bill Deposit Assistance Funds with the State of California, on behalf of Community Action Partnership of Riverside County, including making non-substantive changes.
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- 9 Purchase Order with Insight Sector Inc., of Irvine, California, for the supply of equipment and software for \$179,772 and approve Work Order No. 1914017 in the amount of \$220,024 for the Cyber Security Upgrade Project at the Riverside Energy Resource Center and Springs Generating Station

The Board of Public Utilities:

1. Approved the issuance of a purchase order with Insight Public Sector of Irvine, California in the amount of \$179,772 pursuant to Purchasing Resolution 23256, Section 702(e); and
2. Approved Work Order No. 1914017 in the amount of \$220,024 for the Cyber Security Upgrade Project at the Riverside Energy Resource Center and Springs Generating Station.

DISCUSSION CALENDAR

- 10 Update on operations of the AB Brown Soccer Complex and the agreement with American Youth Soccer Organization (AYSO) – Region 47

Parks & Recreation Director Adolfo Cruz gave a presentation on the operations of the AB Brown Soccer Complex and answered questions from the Board.

Many representatives from the American Youth Organization (AYSO) Region 47 were in the audience to support the agreement and the organization, which the Board appreciated. Also members of the organization answered questions posed by Board Members.

Following discussion, the Board of Public Utilities:

1. Received, filed and provided feedback on this update from the Parks, Recreation and Community Services Department on the operations of the AB Brown Soccer Complex per the lease agreement with American Youth Soccer Organization – Region 47;
2. Requested from AYSO a complete 2018 Financial Statement by June; and
3. A legal opinion as to the American with Disabilities Act potential issues/liability associated with the AYSO lease agreement.

Motion – Austin. Second – Walcker.

Ayes: Russo-Pereyra, Austin, Crohn, Hernandez, Ocegüera, O'Farrell, and Walcker.

Absent: Sanchez-Monville (absence due to vacation)

- 11 Update on Service Level Agreement between Public Utilities Department and Human Resources Department

Human Resources Manager Stephanie Holloman gave an update on the progress towards meeting the service level agreement between the Public Utilities Department and Human Resources Department and answered questions from the Board.

The Board requested to add key performance indicators to the report on how HR is doing on recruiting, retaining, and replacing public utilities employees for the next update.

Following discussion, the Board of Public Utilities received an update on the Service Level Agreement between the Public Utilities Department and Human Resources Department.

Motion – O'Farrell. Second – Ocegüera.

Ayes: Russo-Pereyra, Austin, Crohn, Hernandez, Ocegüera, O'Farrell, and Walcker.

Absent: Sanchez-Monville (absence due to vacation)

- 12 Recommend that the City Council approve RFP 1880 for audit of Riverside Public Utilities Electric and Water Funds

Deputy City Manager Moises Lopez spoke on the request to approve an audit of RPU Electric and Water Funds and answered questions and concerns from the Board.

Following discussion, the Board of Public Utilities recommended that:

1. This item to be continued for 30 days or less;
2. Staff provide a summary of all the audits in FYs 2013-2018 that were conducted on the Public Utilities, including the cost of such audits and the staff time expended for such audits; and
3. An estimate cost of staff time to prepare for this audit.

Motion – Russo-Pereyra. Second – Walcker.

Ayes: Russo-Pereyra, Austin, Crohn, Hernandez, Ocegüera, O'Farrell, and Walcker.

Absent: Sanchez-Monville (absence due to vacation)

- 13 Recommend that the City Council approve a supplemental appropriation of \$1,967,000 for the purchase of software, hardware, and professional services associated with the Riverside Public Utilities Customer Information System Disaster Recovery Project

Business Systems Manager William Obeid reported on the importance of having this customer information system disaster recovery project for business continuity and answered questions.

Following discussion, the Board of Public Utilities recommended that the City Council:

1. Approve the Customer Information System Disaster Recovery Project; and
2. Authorize a supplemental appropriation in the amount of \$1,967,000 from Electric Cash Reserves and appropriate expenditures to the Public Utilities Business Systems Support Division, Account No. 6004000-462305 to fund the Customer Information System Disaster Recovery Project for the purchase of software, hardware, and professional services; and
3. Approve the method of cost allocation for such project between the four utility enterprise funds (water, electric, sewer, and trash), which would be the same method as the cost allocation for billing services.

Motion – Austin. Second – Crohn.

Ayes: Russo-Pereyra, Austin, Crohn, Hernandez, Ocegüera, O'Farrell, and Walcker.

Absent: Sanchez-Monville (absence due to vacation)

BOARD MEMBER COMMUNICATIONS

- 14 Announcement of Riverside Public Utilities Board Chair's Assignment of Board Members to standing committees

Board Chair Russo-Pereyra proposed the following standing committee assignments:

Electric Committee

Dave Austin – Chair
Elizabeth Sanchez-Monville – Member
Jennifer O'Farrell – Member
Jeanette Hernandez – Member

Water Committee

Andrew Walcker - Chair
David Crohn - Member
Gil Ocegüera - Member
Ana Miramontes - Member

Customer Relations/Finance Committee

Jo Lynne Russo-Pereyra – Chair
Elizabeth Sanchez-Monville – Vice Chair
Dave Austin – Electric Chair
Andrew Walcker – Water Chair

San Bernardino Valley Municipal Water District Committee

Gil Ocegüera – Member
David Crohn - Alternate

Following discussion, the Board approved the proposed standing committee assignments.

Motion – Crohn. Second – O'Farrell.

Ayes: Russo-Pereyra, Austin, Crohn, Hernandez, Ocegüera, O'Farrell, and Walcker.

Absent: Sanchez-Monville (absence due to vacation)

- 15 Systematic reporting on meetings, conferences, and seminars by Board members and/or staff
- None.
- 16 Items for future Board of Public Utilities consideration as requested by a member of the Board of Public Utilities
- None.

GENERAL MANAGER'S REPORT

- 17 Open Work Orders over \$200,000 and Closed Work Orders – Summary Report for February 2019
- 18 Monthly Water Report – January 2019
- 19 Electric / Water / Consultant Contract Panel Update as of March 1, 2019
- 20 Riverside Public Utilities Financial Results – January 31, 2019
- 21 Contracts Executed Not Requiring Board Approval – February 2019
- 22 City Council / Committee Agendas – March 12, 2019 and March 19, 2019
- 23 Upcoming Meetings
- 24 Electric / Water Utility Acronyms
- 25 Informational Items

UPCOMING MEETING

Board Chair Jo Lynne Russo-Pereyra adjourned the meeting at approximately 9:00 p.m. The next regular meeting of the Board of Public Utilities will be on Monday, April 8, 2019 at 6:30 p.m. in the Art Pick Council Chamber, Riverside, California.

By: _____
Todd M. Corbin, Secretary
Board of Public Utilities

Approved by: City of Riverside Board of Public Utilities

Dated: _____