

CITY OF RIVERSIDE

BOARD OF PUBLIC UTILITIES

Minutes of: Regular Meeting of the Board of Public Utilities
Date of Meeting: July 23, 2018
Time of Meeting: 6:30 p.m.
Place of Meeting: Art Pick Council Chambers
3900 Main Street (at Main and Tenth Streets)
Riverside, California

PLEDGE OF ALLEGIANCE TO THE FLAG WAS GIVEN

Roll Call

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

Absent: Elizabeth Sanchez-Monville (absence due to family sick)
David Crohn (absence due to vacation)

CITIZENS PARTICIPATION

1 None.

CONSENT CALENDAR

A motion was made to approve the following items on the Consent Calendar, with the exception of Item 5, **INCREASE PURCHASE ORDER 180337 FOR PEAK TECHNICAL SERVICES, INC. FOR TEMPORARY EMPLOYEE SERVICES TO \$125,000 THROUGH JUNE 30, 2018**, which was placed on the Discussion Calendar.

Motion – Austin. Second – O'Farrell.

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

Absent: Elizabeth Sanchez-Monville (absence due to family sick)
David Crohn (absence due to vacation)

Minutes

2 The minutes from the Board of Public Utilities regular meeting held on July 9, 2018 was approved as submitted.

Board Attendance

- 3 EXCUSE ABSENCE OF BOARD MEMBER GIL OCEGUERA FROM THE REGULAR MEETING OF THE BOARD OF PUBLIC UTILITIES FOR JUNE 25, 2018

The Board of Public Utilities excused the absence of Board Member Gil Oceguela from the Board of Public Utilities regular meeting of June 25, 2018, due to vacation.

Other Items

- 4 EXTENSION OF THE RESEARCH AND DEVELOPMENT PERIOD THROUGH DECEMBER 31, 2018 FOR THE ELECTRIC VEHICLE DIRECT CURRENT FAST CHARGING STATION AT CITY HALL AND AUTHORIZE AN ADDITIONAL \$10,000 OF PUBLIC BENEFITS FUNDS FOR A TOTAL OF \$35,000

The Board of Public Utilities recommended that the City Council:

1. Authorize the extension of the research and development period for the electric vehicle direct current fast charging for an additional 12 month period through December 31, 2018; and
2. Approve the use of an estimated additional \$10,000 of Public Benefits funds to pay for energy consumption by electric vehicle customers during the research and development period, for an estimated total amount of \$35,000.

- 5 MOVED TO DISCUSSION CALENDAR

DISCUSSION CALENDAR

- 5 INCREASE PURCHASE ORDER 180337 FOR PEAK TECHNICAL SERVICES, INC. FOR TEMPORARY EMPLOYEE SERVICES TO \$125,000 THROUGH JUNE 30, 2018

Staff requested this item be placed on the Discussion Calendar in order to provide more explanation on this item and provide information on changes and improvements in policies and procedures to ensure this situation does not reoccur.

Following discussion, the Board of Public Utilities approved the change order to Purchase Order 180337 for Peak Technical Services, Inc. for temporary employee services up to \$125,000 through June 30, 2018.

Motion – Austin. Second – Oceguela.

Ayes: Russo-Pereyra, Austin, Foust, Hernandez, Oceguela, O'Farrell, and Walcker.

Absent: Elizabeth Sanchez-Monville (absence due to family sick)
David Crohn (absence due to vacation)

6 CUSTOMER RELATIONS/FINANCE COMMITTEE RECOMMENDATION TO BOARD OF PUBLIC UTILITIES REGARDING CITY OF RIVERSIDE PUBLIC UTILITIES DEPARTMENT OPERATIONAL IMPROVEMENTS AND EFFICIENCIES

Assistant General Manager Laura Nomura provided a brief background of this item and overview of the recommendation of the Customer Relations/Finance Committee, which included the following:

1. Service Level Agreements be instituted between the RPU and the Communications and Human Resources Departments
2. Not to eliminate the positions of Deputy General Manager, Assistant General Manager/Operations Technology, Assistant General Manager/Customer Relations, Principal Analyst, and Utilities Customer Communication Specialist
3. Five positions listed in Item 2 above remain unfunded in the FY 2018-19 and 2019-20 budget

Following discussion, the Board of Public Utilities received and filed the report on operational improvements and efficiencies relating to the transfer of positions to the City Manager's Office – Office of Communications and Human Resources Department, in addition to the removal of five positions from the FY 2018 -20 Budget. In addition, the Board Chair requested that staff communicate when the Bi-annual reports will be provided to the Board.

Motion – Austin. Second – Ocegüera.

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

Absent: Elizabeth Sanchez-Monville (absence due to family sick)
David Crohn (absence due to vacation)

7 APPROVE MASTER AGREEMENTS FOR PROFESSIONAL CONSULTANT SERVICES FOR THE ESTABLISHMENT OF A CONSULTANTS PANEL FOR ON-CALL SERVICES (RFQ 1710) FOR THE FOLLOWING, BUT NOT BE LIMITED TO: WATER RESOURCES PLANNING, ENGINEERING PLANNING AND DESIGN, CONSTRUCTION MANAGEMENT, SUPERVISORY CONTROL AND DATA ACQUISITION, LANDSCAPE ARCHITECTURAL DESIGN, AND WATER CONSERVATION SERVICES FOR VARIOUS CAPITAL IMPROVEMENT PROJECTS AND INITIATIVES FROM JULY 1, 2018 TO MAY 1, 2021

Interim Assistant General Manager/Water Michael Plinski gave a presentation on the need to develop a consultant panel, how it would be used, and the benefits of utilizing this approach. He highlighted the use of past professional consultant panels and answered questions from the Board.

The Board had concerns about ensuring that competitive pricing is received when staff uses the consultant panel, in the event that only one proposal is received for a specific scope of work. To ensure competitive pricing is received, Board made the following additional recommendation:

"Authorize the use of the consultant panel when at least two proposals are received for the scope of work; and, if less than two proposals are received staff is to bring the single proposal to Board for consideration or staff can proceed with the formal RFP process."

Following discussion and the addition of the 3rd recommendation, the Board of Public Utilities:

1. Approved the Professional Consultant Services Master Agreements with the listed consultants for the establishment of a Consultant Panel for the term July 1, 2018 to May 1, 2021, not-to-exceed a maximum single project cost of \$500,000 and limited to a cumulative total fee of \$750,000 per consultant; and
2. Authorized the City Manager, or their designee, to execute the Professional Consultant Services Agreements for the Consultant Panel including any amendments, extensions, and related documents with all selected firms; and
3. Authorized the use of the consultant panel when at least two proposals are received for the scope of work; and, if less than two proposals are received staff is to bring the single proposal to Board for consideration or staff can proceed with the formal RFP process.

Motion – Austin. Second – Walcker.

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

Absent: Elizabeth Sanchez-Monville (absence due to family sick)
David Crohn (absence due to vacation)

8 REIMBURSEMENT RESOLUTION – ELECTRIC UTILITY

Assistant General Manager Laura Nomura gave a combined presentation for Items 8 and 9 explaining the importance of having Electric and Water Utility Reimbursement Resolutions, which are required to allow the City to reimburse capital expenditures funded by reserves with future bond proceeds. The reimbursement resolutions provide the City financial planning flexibility and a legal basis for reimbursement of reserves used for capital projects, but does not require that the city issue bonds in the future.

Following discussion, the Board of Public Utilities recommended that City Council adopt an Electric Utility Reimbursement Resolution to provide the future option of using bond funds instead of reserve funds for capital financing requirements, to allow reserve funds to be used for capital needs in the interim period, and increasing the previous reimbursement resolution from One Hundred Million (\$100,000,000) to One Hundred Four Million (\$104,000,000).

Motion – Ocegüera. Second – Foust.

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

Absent: Elizabeth Sanchez-Monville (absence due to family sick)
David Crohn (absence due to vacation)

9 REIMBURSEMENT RESOLUTION – WATER UTILITY

Following discussion, the Board of Public Utilities recommended that City Council adopt a Water Utility Reimbursement Resolution to provide the future option of using bond funds instead of reserve funds for capital financing requirements, to allow reserve funds to be used for capital needs in the interim period, and increasing the previous reimbursement resolution from Fifty Million (\$50,000,000) to Fifty Three Million (\$53,000,000).

Motion – O'Farrell. Second – Austin.

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

Absent: Elizabeth Sanchez-Monville (absence due to family sick)
David Crohn (absence due to vacation)

BOARD MEMBER/STAFF COMMUNICATIONS

10 SYSTEMATIC REPORTING ON MEETINGS/CONFERENCES/SEMINARS BY BOARD MEMBERS AND/OR STAFF

Board Member Ocegüera and Board Chair Russo-Pereyra reported that they were judges for the STEM PULL (Science, Technology, Engineering, & Math Public Utilities Learning Lab) event and Board Member Ocegüera attended a tour of the RERC facility with the STEM PULL students.

11 ITEMS FOR FUTURE BOARD OF PUBLIC UTILITIES CONSIDERATION AS REQUESTED BY A MEMBER OF THE BOARD OF PUBLIC UTILITIES

- Update on Overtime

12 LEGISLATIVE UPDATE / RTRP UPDATE / SONGS UPDATE

Legislative Affairs Manager Robert Ennis gave updates on State/Federal Legislation and San Onofre Nuclear Generating Station.

GENERAL MANAGER'S REPORT

13 Riverside Public Utilities Financial Results – May 31, 2018

14 City Council / Committee Agendas – July 10, 2018

15 Upcoming Meetings

16 Electric / Water Utility Acronyms

17 Open Work Orders over \$200,000 and Closed Work Orders – Summary Report for June 2018

18 Contracts Executed Not Requiring Board Approval – June 2018

19 Electric / Water / Consultant Contract Panel Update as of July 1, 2018

UPCOMING MEETING

Board Chair Jo Lynne Russo-Pereyra adjourned the meeting at approximately 7:47 p.m. The next regular meeting of the Board of Public Utilities will be on Monday, August 13, 2018 at 6:30 p.m. in the Art Pick Council Chamber, Riverside, California.

By. 

Todd L. Jorgenson, Interim Secretary
Board of Public Utilities

Approved by: City of Riverside Board of Public Utilities

Dated: August 13, 2018