



**CITY OF RIALTO  
REGULAR MEETING OF THE UTILITIES COMMISSION  
AUGUST 17, 2021 - 6:00 P.M.  
MINUTES**

In compliance with social distancing protocols, the Regular meeting of the Utilities Commission of the City of Rialto was held from remote locations via teleconference within the guidelines of Governor Newsom's Executive Order N-29-20 on Tuesday, August 17, 2021.

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This meeting was in accordance with the provision of the **Government Code §54956** of the State of California.

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**CALL TO ORDER**

Vice Chairperson Hayes called the meeting to order at 6:03 P.M.

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**ROLL CALL**

The roll call was taken by Commission Clerk, Dayan Malfavon.

**Present:**

Vice-Chairperson June Hayes  
Commissioner Richard "Kim" Chitwood  
Commissioner James M. Shields

**Absent:**

Chairperson Barbara Zrelak-Rickman  
Commissioner Kevin C. Kobbe

**City Staff Present:**

Tom Crowley, Susanne Wilcox, Amy Crow, and Dayan Malfavon.

**Also Present:**

Shavonne Turner, Rolf Ohlemutz, Chandrasekar Venkatraman (CV), Marlon Brosco, Robert Lee, and David Terry.

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**PLEDGE OF ALLEGIANCE**

Commissioner Shields led the Pledge of Allegiance.

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**INVOCATION**

Commissioner Chitwood led the Invocation.

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**APPROVAL OF MINUTES**

- The minutes for the regular meeting of the Utilities Commission Meeting of June 15, 2021 were tabled.
- The minutes for the regular meeting of the Utilities Commission Meeting of July 20, 2021 were tabled.

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**ORAL COMMUNICATIONS**

- Vice- Chairperson Hayes asked if there were any oral communications from the public not on the agenda.
- There were none.

## **NEW BUSINESS ITEMS**

**ITEM 1-** Receive and File a Presentation by San Bernardino Valley Municipal Water District, Water Conservation Program Manager, Shavonne Turner, on Water Efficiency Updates.  
**(RECEIVE AND FILE)**

- Shavonne Turner, San Bernardino Valley Municipal Water District's Water Conservation Program Manager, presented a PowerPoint presentation on Water Efficiency.
- A conversation ensued regarding other options to use the City's effluent.
- Crowley spoke about the Habitat Conservation Plan (HCP).
- Crowley and Vice-Chairperson Hayes spoke to Turner about the City of Rialto's partnership with Rialto Water Services to operate and maintain the City's water and waste water system.

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### **Questions & Comments**

- CV asked if there are any programs for expanding or supporting the use of reclaimed water.

### **Action**

- **The Commission received and accepted the report.**

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**ITEM 2-** Monthly Activity Report for City of Rialto Waste Management Services  
**(RECEIVE AND FILE)**

- Amy Crow reviewed the monthly Waste Management Report.
- Crow reviewed scavenger report, and special collection.
- Crow informed Burrtec is still dealing with a security breach and does not have a tonnage report.
- Crow provided an update on the Residential Food Waste Recycling Pilot Program.

### **Questions & Comments**

- Vice-Chairperson Hayes asked Crow if there is a percentage of how much contamination is in the collected material.
- Commissioner Chitwood asked if the next Household Hazardous Waste Collection even will also include shredding.
- Vice-Chairperson Hayes asked Crow what the status is on the shortage of sharps containers.

### **Action**

- **The Commission received and accepted the report.**

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**ITEM 3-** Extension of Agreement with the County for Use of Rialto Basin Water Rights for the Standby Water Lease Agreement.  
**(ACTION)**

- Crowley reviewed the staff report with the Commission.

### **Questions & Comments**

- There were no questions.

### **Action**

- **Commissioner Shields made a motion to recommend that the City Council/Rialto Utility Authority Board of Directors extend the Standby Water Lease Agreement with San Bernardino County.**
- **Commissioner Chitwood seconded the motion.**
- **Motion passed.**
- **Vote: 3 to 0 in favor of the recommendation.**

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**ITEM 4-** Veolia's Monthly Maintenance and Operations Report  
**(RECEIVE AND FILE)**

- Terry provided current updates to the monthly Water Operations.
- Brosco reviewed the Wastewater Operations Report and provided current updates.
- Lee reviewed the monthly Customer Service Report.
- A discussion ensued regarding water meter turn-offs for delinquent accounts.
- CV provided an update on the following Capital Improvement projects:
  - Microgrid Project
  - Sycamore Lift Station
  - S1- Wastewater Treatment Plant Improvements Project.

**Questions & Comments**

- Commissioner Shields asked Terry who is responsible for turning water meters on and off for customers.
- Commissioner Shields asked Terry what the response time is to turn the water valve off.
- Vice-Chairperson Hayes asked Terry what the water loss rate is.
- Commissioner Chitwood commented that the telephone calls statistics seem high and asked Lee what the high statistics are related to.
- Vice-Chairperson Hayes asked Lee an update on bad debt.

**Action**

- **The Commission received and accepted the report.**

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**OLD BUSINESS**

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**ITEM 1-** Previous Discussion Updates

- Susanne Wilcox spoke to the Commission about Senate Bill 222 Water Rate Assistance Program (WRAP).
- Vice-Chairperson Hayes asked the Commission what they want to hear about during her next San Bernardino Municipal Water Department San Bernardino Valley Municipal Water District Update.

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**ITEM 2-** To Do List

- To Do List was discussed.

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**UTILITIES MANAGER UPDATES**

- Crowley informed the Commission that a Professional Service Agreement with Soto Resources was approved at the last Council

Meeting for preparation of grants for the City of Rialto, focusing on Lake Rialto.

- Crowley informed the Commission that the City of Rialto submitted applications to Southern California Edison for the Self Generation Incentive Program and received preliminary approval for \$3.6 million dollars.
- Crowley presented a public service announcement video from Service Line Warranties of America Insurance in regard to repair service plans for water and waste water lateral lines.

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#### **COMMISSIONER'S REPORT**

- Commissioner Kobbe informed Crowley of a leak at the hydro plant water facility on Riverside Avenue.

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#### **ADJOURNMENT**

- **Commissioner Shields made a motion to adjourn the meeting.**
- **Commissioner Chitwood seconded motion.**
- **Motion Carried.**
- **Meeting adjourned at 7:35 P.M.**