

*The Public Works Advisory Board conducted this meeting in accordance with Section 3 of California Governor Newsom’s Executive Order N-29-20 issued on March 17, 2020 in response to the present State of Emergency in existence due to the threat of COVID-19. This meeting was held via teleconference for all participants.*

PRESENT:	Torrey Byles John Erwin Ian Gaffney Doug Rogers	Board Member Board Member Board Member Board Member
STAFF:	Scott Collins Joe Mueller Rob Livick Janeen Burlingame Damaris Hanson Matt Bishop	City Manager/Acting Public Works Director Utilities Division Manager City Engineer Management Analyst Environmental Programs Manager Consolidated Maintenance Lead Supervisor

**ESTABLISH QUORUM, CALL TO ORDER**

The meeting was called to order at 5:30 P.M. with all Board members in attendance.

**BOARDMEMBERS ANNOUNCEMENTS - None**

**STAFF RECOGNITION**

<https://youtu.be/LTt9gzlpwSo?t=213>

Joe Mueller recognized Utility Division Lead Operator, Robbie Victor, who for the last couple of months has been working as the staff point of contact with the contractor for the WRF conveyance system project as far as coordinating efforts in the streets, where the contractor can dig and where the water lines are located. He noted Robbie Victor has been doing all of this in addition to his full-time work duties all while having a new baby at home, and he is doing a great job.

**PUBLIC COMMENT**

<https://youtu.be/LTt9gzlpwSo?t=337>

The public comment period was opened, and seeing none, the public comment period was closed.

**CONSENT AGENDA**

**A-1 APPROVAL OF MINUTES FOR THE FEBRUARY 17, 2021 PUBLIC WORKS ADVISORY BOARD REGULAR MEETING**

The public comment period was opened, and seeing none, the public comment period was closed.

**MOTION:** John Erwin moved to approve A-1. The motion was seconded by Ian Gaffney and carried 4-0-0 unanimously.

**BUSINESS ITEMS**

**B-1 DIRECTOR’S REPORT**

<https://youtu.be/LTt9gzlpwSo?t=478>

Matt Bishop, Janeen Burlingame, Damaris Hanson, Rob Livick, Joe Mueller, and Scott Collins presented the Director's Report.

Discussion, comments, and questions amongst Board members and staff.

The public comment period was opened, and seeing none, the public comment period was closed.

**BOARDMEMBERS CONCERNS AND INTEREST**

<https://youtu.be/LTt9gzlpwSo?t=5347>

Torrey Byles expressed interest in seeing a broad overview of the WRF project capital budgeting, including summary of revenue collection, expenditures, grant funds, and monies in the bank.

Doug Rogers stated he was happy Scott Collins mentioned that goals setting would be coming to the Board for input to the City Council.

John Erwin stated the pavement management plan and OneWater plan may be referenced in the next couple of months during goals setting.

**FUTURE AGENDA ITEMS** - None

**ADJOURNMENT**

The meeting adjourned at 7:07 P.M.

Recorded by:

Janeen Burlingame  
Management Analyst