

*Pursuant to Assembly Bill 361 (2021-22) and Government Code section 54953 this Meeting will be conducted in a hybrid format with both in-person and virtual public participation.*

- |          |  |   |
|----------|--|---|
| PRESENT: | Doug Hill<br>Paul Donnelly<br>Robert Nava<br>Derek Dahlgren  | Chair<br>Vice Chair<br>Board Member<br>Board Member   |
| ABSENT:  | Betsy Gaudette-Cross   | Board Member  |
| STAFF:   | Greg Kwolek<br>Damaris Hanson<br>Robbie Victor<br>Ryan Luzzi | Public Works Director<br>Utility Division Manager<br>Lead Utility Operator<br>Public Works Engineering Intern |

**ESTABLISH QUORUM AND CALL TO ORDER**

The meeting was called to order at 5:30 PM with all Board members in attendance except Board member Gaudette-Cross.

**MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENTS**

<https://youtu.be/TCj32OKaNzg?si=klWmSqF7gIXEBSMj&t=109>

Derek Dahlgren announced he will not be able to attend the joint meeting on April 3<sup>rd</sup>.

**PUBLIC WORKS DIRECTOR ANNOUNCEMENTS**

<https://youtu.be/TCj32OKaNzg?si=nprDxLOFk4Hltutf&t=158>

Greg Kwolek announced he will be organizing a tour of the old Wastewater Treatment Plant for the Board and members of the City Council.

Greg also notified the Board members that Cindy Cecil the City Engineer has announced her resignation.

**PUBLIC COMMENT**

<https://youtu.be/TCj32OKaNzg?si=cDuomZNQQcKoU05N&t=260>

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

**A. CONSENT CALENDAR**

<https://youtu.be/TCj32OKaNzg?si=BBL3XGyPeJIJroWe&t=286>

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

**A-1 APPROVAL OF MINUTES FOR THE FEBRUARY 19, 2025, PUBLIC WORKS ADVISORY BOARD REGULAR MEETING**

Paul Donnelly noted there was an error in the minutes with his comments at the last meeting's future agenda item. He requested a tour of the new water plant and not the old facility. Greg noted a correction would be made to the minutes.

Robert Nava asked for clarification on the location of the desal plant and old desal plant.

A-2 APPROVAL OF EXCUSED ABSENCE REQUEST FOR BOARD MEMBER GAUDETTE-CROSS

MOTION: Paul Donnelly moved to approve the Consent Calendar. The motion was seconded by Derek Dahlgren and passed 4-0.

B. BUSINESS ITEMS

B-1 REVIEW AND PROVIDE INPUT ON FISCAL YEAR 2025 QUARTER 1 AND QUARTER 2 WATER RECLAMATION FACILITY QUARTERLY REPORTS  
[https://youtu.be/TCj32OKaNzg?si=L9Qk\\_GnapaRtvTKs&t=468](https://youtu.be/TCj32OKaNzg?si=L9Qk_GnapaRtvTKs&t=468)

Greg Kwolek introduced the items and explained what steps were taken to develop the new format for the report.

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

The Board members offered feedback for the report.

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

Greg Kwolek introduced Dan Heimel, Confluence Engineering Solutions, who presented the report to the Board members.

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

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

B-2 RECERTIFICATION OF THE UPDATED SEWER SYSTEM MANAGEMENT PLAN  
<https://youtu.be/TCj32OKaNzg?si=IVdO9tCjUQrNHrV0&t=3472>

Greg Kwolek introduced Public Works Intern Ryan Luzzi and Lead Utility Operator Robbie Victor. He noted Ryan and Robbie had put a lot of their time, effort, and work into the Sewer System Management Plan (SSMP). Ryan Luzzi presented the staff report.

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

The public comment period was opened.

Carla Wixom, the City Mayor, stated she has been a business owner for over 37 years and has gone through the Fats, Oils, and Grease (FOG) inspection process. She wanted to bring to everyone's attention the wonderful job the Wastewater crew has been doing when they conduct the inspections. Carla noted the city team was very thorough with their notices for inspections, the inspections, and the monitoring of the inspection log. Their efforts makes a noticeable difference to the effectiveness on the sewer lines.

The public comment was closed.

Greg Kwolek notified the Board that the SSMP report will be taken to City Council for certification. Greg asked the Board for any comments or suggestions they would like him to take to the City Council.

Paul Donnelly stated he didn't see any reason why the City shouldn't certify this at the City Council level and as far as he's concerned as a PWAB member, it is a fine document.

Derek Dahlgren suggested attaching a critical inventory list to the SSMP.

C. FUTURE AGENDA ITEMS

<https://youtu.be/TCj32OKaNzg?si=iSiOoJcd4Xb5Ro4i&t=5579>

Discussion amongst the Board and staff regarding the priorities for the Public Works Capital Projects and when the list will be completed.

ADJOURNMENT

The Meeting adjourned at 7:07 PM. The next meeting will be a Special Joint Meeting with the Harbor Advisory Board held on **Thursday, April 3, 2025, at 5:30 PM.**

Recorded by:

Gina Arias  
Administrative Technician