



## AGENDA

### REGULAR MEETING OF THE BANNING CITY COUNCIL CITY OF BANNING, CALIFORNIA

January 26, 2021

Video/Teleconference

5:00 P.M.

*The following information comprises the agenda for the regular meeting of the Banning City Council, the Banning City Council sitting in its capacity of the Banning Utility Authority, and the Banning City Council sitting in its capacity of the Successor Agency Board.*

**Due to the COVID-19 pandemic emergency, and to protect the health and safety of all participants, this meeting is being held via video/teleconference only. Pursuant to Governor Newsom's Executive Orders, members of the Banning City Council, staff and public may observe and participate in this meeting electronically or telephonically as outlined below:**

To observe and participate in the on-line video portion of the meeting through your personal computer or device enter the following or click on the link:

<https://us02web.zoom.us/j/85275754314?pwd=NDJDc3NzY3ZuZWpMV0FCUVVHNVZEdz09>

**Meeting ID: 852 7575 4314**

**Password: 876396**

One tap mobile: +16699009128,, 876396#

Dial in: +1 669 900 9128 US

Meeting ID: 852 7575 4314

Find your local number: <https://us02web.zoom.us/u/kc79UZKNNW>

*Per City Council Resolution 2016-44, matters taken up by the Council before 10:00 p.m. may be concluded, but no new matters shall be taken up after 10:00 p.m. except upon a unanimous vote of the council members present and voting, but such extension shall only be valid for one hour and each hour thereafter shall require a renewed action for the meeting to continue.*

#### **1. CALL TO ORDER**

- 1.1. Invocation – Pastor Damen Allen, First Missionary Baptist Church
- 1.2. Pledge of Allegiance
- 1.3. Roll Call - Council Members Hamlin, Happe, Pingree, Sanchez and Mayor Wallace

#### **2. AGENDA APPROVAL**

2.1. Approve Agenda

### **3. PRESENTATIONS**

3.1	American Heart Month Proclamation .....	5
3.2	Mayor's Special Recognition	
3.3	Oath of Office for Planning Commissioners	
3.4	Oath of Office for Parks & Recreation Commissioners	

### **4. REPORT ON CLOSED SESSION**

*City Attorney*

### **5. PUBLIC COMMENTS, CORRESPONDENCE, APPOINTMENTS, CITY COUNCIL COMMITTEE REPORTS, CITY MANAGER REPORT, AND CITY ATTORNEY REPORT**

#### **PUBLIC COMMENTS –Items Not on the Agenda**

*A three (3) minute limitation shall apply to each member of the public who wishes to address the Mayor and Council on a matter not on the agenda. No member of the public shall be permitted to "share" his/her three minutes with any other member of the public. Usually, any items received under this heading are referred to staff for future study, research, completion and/or future Council Action (see last page). PLEASE STATE YOUR NAME FOR THE RECORD*

#### **CORRESPONDENCE**

*Items received under this category may be received and filed or referred to staff for future research or a future agenda.*

#### **APPOINTMENTS**

*None*

#### **CITY MANAGER REPORT**

*Doug Schulze, City Manager*

#### **CITY ATTORNEY REPORT**

*Kevin Ennis, City Attorney*

#### **CITY COUNCIL COMMITTEE REPORTS**

*Mayor and City Council*

### **6. CONSENT ITEMS**

*The following items have been recommended for approval and will be acted upon simultaneously, unless a member of the Banning City Council/Banning Utility Authority/Successor Agency Board wishes to remove an item for separate consideration.*

**Recommendation:** Approve Consent Items 6.1 – 6.11

6.1.	Minutes of the January 12, 2021 City Council Meetings .....	7
6.2.	Police Department Statistics for November and December 2020.....	9
6.3.	Fire Department Statistics for November 2020.....	11
6.4.	Contracts Approved Under the City Manager's Signature Authority in November and December 2020.....	13
6.5.	Accounts Payable and Payroll Warrants Issued in the Month of November 2020 .....	15
6.6.	Accounts Payable and Payroll Warrants Issued in the Month of December 2020 .....	17
6.7.	Cash, Investments and Reserve Report for the Month of November 2020 .....	19
6.8.	Cash, Investments and Reserve Report for the Month of December 2020 .....	23
6.9.	Public Works Capital Improvement Project Update .....	25
6.10.	Receive and File the Well M-12 Report and Authorize the Abandonment of Well M-12A, Change in Scope of Work to the Agreement with L.O. Lynch and the Development of Plans and Specifications for Drilling and Equipping Replacement Well M-12 .....	27
6.11.	Approving a Change Order to the Purchase Order with Center Electric of Riverside, California for Water/Wastewater Electrical Services as Needed in the Amount of \$15,000 for a Total Purchase Order Amount of \$40,000 .....	31

**7. PUBLIC HEARINGS**

*None*

**8. REPORTS OF OFFICERS**

*None*

**9. DISCUSSION ITEMS**

*None*

## **10. ITEMS FOR FUTURE AGENDAS**

New Items:

Pending Items:

1. Permanent Homeless Solution
2. Shopping Cart Ordinance Update
3. Cannabis Microbusiness Workshop

## **11. ADJOURNMENT**

***Next Meeting: Tuesday, February 9, 2021 at 5:00 P.M.***

**IT IS HEREBY CERTIFIED under the laws of the State of California that the above Agenda was posted on the Banning City Hall Bulletin Board and the City's Website by 5:00 P.M. on the 21<sup>st</sup> day of January 2021.**



Laurie Sampson, Executive Assistant

**NOTICE:** Any member of the public may address this meeting of the Mayor and City Council on any item appearing on the agenda by approaching the microphone in the Council Chambers and asking to be recognized, either before the item about which the member desires to speak is called, or at any time during consideration of the item. A five-minute limitation shall apply to each member of the public, unless such time is extended by the Mayor. No member of the public shall be permitted to "share" his/her five minutes with any other member of the public.

Any member of the public may address this meeting of the Mayor and Council on any item which does not appear on the regular meeting agenda but is of interest to the general public and is an item upon which the Mayor and Council may act. A three-minute limitation shall apply to each member of the public, unless such time is extended by the Mayor. No member of the public shall be permitted to "share" his/her three minutes with any other member of the public. The Mayor and Council will in most instances refer items of discussion which do not appear on the agenda to staff for appropriate action or direct that the item be placed on a future agenda of the Mayor and Council. However, no other action shall be taken, nor discussion held by the Mayor and Council on any item which does not appear on the agenda, unless the action is otherwise authorized in accordance with the provisions of subdivision (b) of Section 54954.2 of the Government Code.

**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office (951)-922-3102. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.02-35.104 ADA Title II]**

*Pursuant to amended Government Code Section 54957.5(b) staff reports and other public records related to open session agenda items are available at City Hall, 99 E. Ramsey St., at the office of the City Clerk during regular business hours, Monday through Friday, 8 a.m. to 5 p.m. Since City Hall is currently closed to the public due to COVID, please call (951) 922-3102 or email [sdelafuente@banningca.gov](mailto:sdelafuente@banningca.gov) to request information be mailed.*



**CITY OF BANNING  
OFFICE OF THE  
MAYOR**



**proclamation**

WHEREAS, in the United States, cardiovascular disease, including heart disease, stroke and high blood pressure, is responsible for one out of every three deaths; and

WHEREAS, cardiovascular disease is the number one killer of both men and women, and it is the leading cause of serious illness and disability in the United States; and

WHEREAS, cardiovascular disease affects Americans across all backgrounds and nearly half of all adults have at least one risk factor and many of these individuals, who are at high risk, often do not know; and

WHEREAS, in acknowledgement of the importance of the ongoing fight against cardiovascular disease, the Congress of the United States, by joint resolution on December 30, 1963, requested the President of the United States issue an annual proclamation designating February as "American Heart Month"; and

WHEREAS, the National Heart, Lung and Blood Institute and other organizations around the country wear red on National Wear Red Day, celebrated on the first Friday in February to bring greater attention to heart disease as the leading cause of death for Americans; and

WHEREAS, the City of Banning understands the importance of education and outreach on the importance of combatting this disease; and

WHEREAS, the City of Banning's Parks and Recreation Department will be performing heart healthy outreach throughout the month of February, including offering the Heart Healthy Hustle Virtual 5K run/walk.

***NOW THEREFORE, the City Council of the City of Banning do hereby proclaim and designate the Month of February 2021, as AMERICAN HEART MONTH and urge all citizens to show their support for our fight against heart disease by wearing RED on Friday, February 5<sup>th</sup>, 2021.***

*Dated this 26th day of January 2021.*

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*Colleen Wallace, Mayor*

**ATTEST:**

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*Sonja De La Fuente, Deputy City Clerk*

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## CITY OF BANNING CITY COUNCIL REPORT

**TO:** CITY COUNCIL  
**FROM:** Douglas Schulze, City Manager  
**PREPARED BY:** Sonja De La Fuente, Deputy City Clerk  
**MEETING DATE:** January 26, 2021  
**SUBJECT:** Minutes of the January 12, 2021 City Council Meetings

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### **RECOMMENDED ACTION:**

Approve the Minutes of the January 12, 2021 City Council Meetings.

### **OPTIONS:**

1. Approve as recommended.
2. Approve with modifications.
3. Do not approve and provide alternative direction.

### **ATTACHMENTS:**

1. Minutes of the January 12, 2021 Regular City Council Meeting  
<https://banningca.gov/DocumentCenter/View/8331/1-12-Regular-Meeting-Minutes>
2. Minutes of the January 12, 2021 Special City Council Meeting  
<https://banningca.gov/DocumentCenter/View/8332/1-12-Special-Meeting-Minutes>

Approved by:

A handwritten signature in blue ink, appearing to read "ASH".

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Douglas Schulze  
City Manager

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**TO:** CITY COUNCIL

**FROM:** Douglas Schulze, City Manager

**PREPARED BY:** Matthew Hamner, Police Chief  
Sol Ivett Avila, Executive Assistant

**MEETING DATE:** January 26, 2021

**SUBJECT:** Receive and File Police Department Statistics for November 2020 and December 2020

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**RECOMMENDED ACTION:**

Receive and File November 2020 and December 2020 Police Statistics.

**BACKGROUND:**

The Police Department provides statistics to the public and City Council upon request.

**FISCAL IMPACT:**

None

**OPTIONS:**

1. Receive and File

**ATTACHMENT:**

1. Police Statistics November 2020  
<https://banningca.gov/DocumentCenter/View/8309/Nov-2020-stats>
2. Police Statistics December 2020  
<https://banningca.gov/DocumentCenter/View/8310/Dec-2020-stats>

Approved by:



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Douglas Schulze

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## CITY OF BANNING CITY COUNCIL REPORT

**TO:** CITY COUNCIL

**FROM:** Douglas Schulze, City Manager

**PREPARED BY:** Todd Hopkins, Division Chief  
Laurie Sampson, Executive Assistant

**MEETING DATE:** January 26, 2021

**SUBJECT:** Receive and File Fire Department Statistics for November 2020

**RECOMMENDED ACTION:**

Receive and file Fire Department statistics for November 2020.

**BACKGROUND:**

The Fire Department provides statistics to the public and City Council upon request.

**FISCAL IMPACT:**

None

**ATTACHMENTS:**

1. Fire Statistics for November 2020

<https://banningca.gov/DocumentCenter/View/8338/Banning-November-2020-Fire-Report>

Approved by:

A handwritten signature in blue ink, appearing to read "AS" and "SF".

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Douglas Schulze  
City Manager

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**TO:** CITY COUNCIL

**FROM:** Douglas Schulze, City Manager

**PREPARED BY:** Laurie Sampson, Executive Assistant

**MEETING DATE:** January 26, 2021

**SUBJECT:** Receive and File Contracts Approved Under the City Manager's Signature Authority for the Months of November 2020 and December 2020

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**RECOMMENDATION:**

Receive and file contracts approved under the City Manager's signature authority for the Months of November 2020 and December 2020.

**BACKGROUND:**

City Council requested regular reports of contracts signed under the City Manager's signature authority of \$25,000 or less.

**ATTACHMENT:**

1. List of Contracts November 2020  
<https://banningca.gov/DocumentCenter/View/8307/November-2020>
2. List of Contracts December 2020  
<https://banningca.gov/DocumentCenter/View/8308/December-2020>

Approved by:



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Douglas Schulze  
City Manager

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**CITY OF BANNING  
CITY COUNCIL REPORT**

**TO:** CITY COUNCIL

**FROM:** Douglas Schulze, City Manager

**PREPARED BY:** Suzanne Cook, Deputy Finance Director  
A'ja Wallace, Budget and Financial Analyst

**MEETING DATE:** January 26, 2021

**SUBJECT:** Approval and Ratification of Accounts Payable and Payroll  
Warrants Issued in the Month of November 2020

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**RECOMMENDATION:**

That City Council review and ratify the warrants for period ending **November 30, 2020**, per California Government Code Section 37208.

**WARRANT SUMMARY:**

Description	Payment #	Amount	Total Amount
<b>Checks:</b>			
Checks Issued during Month	176160-176430	\$ 1,653,661.72	
Voided / Reissue Check		\$ 2,576.71	
	<b>Check Total</b>		<b>\$ 1,651,085.01</b>
	<b>Wires Total</b>	1044-1045	<b>\$ 1,871,583.50</b>
<b>ACH payments:</b>	9006888-9006904		
Payroll Direct Deposit	11/6/2020	\$ 408,177.22	
Payroll Direct Deposit	11/20/2020	\$ 418,120.61	
Other Payments		\$ 691,102.72	
	<b>ACH Total</b>		<b>\$ 1,517,400.55</b>
<b>Payroll Checks:</b>	12199-12214		
Payroll - Regular	11/6/2020	\$ 1,861.68	
Payroll - Regular	11/20/2020	\$ 1,690.82	
	<b>Payroll Check Total</b>		<b>\$ 3,552.50</b>
	<b>Total Warrants Issued for November 2020</b>		<b>\$ 5,043,621.56</b>

**ATTACHMENTS:**

1. Fund List  
<https://banningca.gov/DocumentCenter/View/8318/Attachment-1---Fund-List>
2. Warrant Report November 2020  
<https://banningca.gov/DocumentCenter/View/8319/Attachment-2-Warrant-Report-November-2020>
3. Warrant Report Detail November 2020  
<https://banningca.gov/DocumentCenter/View/8320/Attachment-3-Warrant-Report-Detail-November-2020>
4. Voided Check Log, Payroll Log & Registers – November 2020  
<https://banningca.gov/DocumentCenter/View/8321/Attachment-4-Void-Check-Log-Payroll-Log--Payroll-Register>

If you have any questions, please contact the Finance Department so that additional detailed information can be provided to you.

Approved by:



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Douglas Schulze  
City Manager



**CITY OF BANNING  
CITY COUNCIL REPORT**

**TO:** CITY COUNCIL

**FROM:** Douglas Schulze, City Manager

**PREPARED BY:** Suzanne Cook, Deputy Finance Director  
A'ja Wallace, Budget and Financial Analyst

**MEETING DATE:** January 26, 2021

**SUBJECT:** Approval and Ratification of Accounts Payable and Payroll  
Warrants Issued in the Month of December 2020

---

**RECOMMENDATION:**

That City Council review and ratify the warrants for period ending **December 31, 2020**, per California Government Code Section 37208.

**WARRANT SUMMARY:**

Description	Payment #	Amount	Total Amount
<b>Checks:</b>			
Checks Issued during Month	176431-176781	\$ 2,875,254.03	
Voided / Reissue Check		\$ 1,194.75	
<b>Check Total</b>			\$ 2,874,059.28
<b>Wires Total</b>	1046		\$ 803,398.04
<b>ACH payments:</b>	9006905-9006925		
Payroll Direct Deposit	12/4/2020	\$ 437,172.56	
Payroll Direct Deposit	12/18/2020	\$ 413,059.55	
Payroll Direct Deposit	12/31/2020	\$ 423,051.90	
Other Payments		\$ 599,669.17	
<b>ACH Total</b>			\$ 1,872,953.18
<b>Payroll Checks:</b>	12215-12242		
Payroll - Regular	12/4/2020	\$ 1,822.94	
Payroll - Regular	12/18/2020	\$ 1,961.92	
Payroll - Manual Check	12/20/2020	\$ 7,180.72	
Payroll - Regular	12/31/2020	\$ 1,546.39	
Payroll - Manual Check	12/31/2020	\$ 9.31	
<b>Payroll Check Total</b>			\$ 12,521.28
<b>Total Warrants Issued for December 2020</b>			<b>\$ 5,562,931.78</b>

**ATTACHMENTS:**

1. Fund List  
<https://banningca.gov/DocumentCenter/View/8322/Attachment-1---Fund-List>
2. Warrant Report December 2020  
<https://banningca.gov/DocumentCenter/View/8323/Attachment-2--Warrant-Report-December-2020>
3. Warrant Report Detail December 2020  
<https://banningca.gov/DocumentCenter/View/8324/Attachment-3--Warrant-Report-Detail-Report-December-2020>
4. Voided Check Log, Payroll Log & Registers – December 2020  
<https://banningca.gov/DocumentCenter/View/8325/Attachment-4-Void-Check-Log-Payroll-Log--Payroll-Register>

If you have any questions, please contact the Finance Department so that additional detailed information can be provided to you.

Approved by:



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Douglas Schulze  
City Manager



## CITY OF BANNING CITY COUNCIL REPORT

**TO:** CITY COUNCIL

**FROM:** Douglas Schulze, City Manager

**PREPARED BY:** Suzanne Cook, Deputy Finance Director  
A'ja Wallace, Budget and Financial Analyst

**MEETING DATE:** January 26, 2021

**SUBJECT:** Receive and File Cash, Investments and Reserve Report for the Month of November 2020

---

### RECOMMENDATION:

That City Council receive and file Cash, Investment and Reserve Report for **November 30, 2020** in accordance with California Government Code 53646.

### CASH AND INVESTMENT SUMMARY:

Description	Prior Month	Current Month
<b>Funds Under Control of the City</b>		
Cash		
Cash on Hand	\$ 4,155.00	\$ 4,155.00
Checking and Savings Accounts	\$ 6,344,524.57	\$ 6,292,393.88
Investments		
LAIF	\$ 39,606,787.01	\$ 39,606,787.01
Brokerage	\$ 27,505,585.33	\$ 27,505,673.77
<b>Total Funds Under Control of the City</b>	<b>\$ 73,461,051.91</b>	<b>\$ 73,409,009.66</b>
<b>Funds Under Control of Fiscal Agents</b>		
US Bank		
Restricted Bond Project Accounts	\$ 14,801,863.81	\$ 14,802,012.25
Restricted Bond Accounts	\$ 4,820,123.12	\$ 4,820,123.91
Union Bank & SCPPA		
Restricted Funds	\$ 4,031,912.64	\$ 4,493,301.74
<b>Total Funds Under Control of Fiscal Agents</b>	<b>\$ 23,653,899.57</b>	<b>\$ 24,115,437.90</b>
<b>Total Funds</b>	<b>\$ 97,114,951.48</b>	<b>\$ 97,524,447.56</b>

**RESTRICTED, ASSIGNED, COMMITTED AND RESERVED SUMMARY:**

Description	Prior Month	Current Month
<b>Total Funds</b>	\$ 97,114,951.48	\$ 97,524,447.56
Restricted Funds	43,541,554.41	\$ 43,961,251.59
Assigned Funds - Specific Purpose	8,881,339.00	\$ 8,881,339.00
Committed Funds - Specific Purpose	3,525,858.25	\$ 3,525,858.25
Fund Balance Reserves	13,652,130.23	\$ 13,650,130.23
<b>Total Restricted, Assigned, Committed and Reserved</b>	<b>\$ 69,600,881.89</b>	<b>\$ 70,018,579.07</b>
<b>Operating Cash - Unrestricted Reserves</b>	<b>\$ 27,514,069.59</b>	<b>\$ 27,505,868.49</b>
Less Accounts held in Investments	\$ 27,505,585.33	\$ 27,505,673.77
Liquid Cash	\$ 8,484.26	\$ 194.72

**ATTACHMENTS:**

1. Cash, Investment and Reserve Report November 2020  
<https://banningca.gov/DocumentCenter/View/8326/Attachment-1-Cash-Investment-and-Reserve-Report--November-2020>
2. Investment Report November 2020  
<https://banningca.gov/DocumentCenter/View/8327/Attachment-2-Investment-Report-November-2020>
3. City of Banning Broker Investment Report – November 2020  
<https://banningca.gov/DocumentCenter/View/8328/Attachment-3-City-of-Banning-Broker-Investment-Report>
4. LAIF / PMIA Performance Report  
[https://banningca.gov/DocumentCenter/View/8329/Attachment-4-PMIA-LAIF\\_performance-Report-November-2020](https://banningca.gov/DocumentCenter/View/8329/Attachment-4-PMIA-LAIF_performance-Report-November-2020)
5. LAIF Market Valuation Report November 2020  
<https://banningca.gov/DocumentCenter/View/8330/Attachment-5-LAIF-Market-Valuation-November-2020>

If you have any questions, please contact the Finance Department so that additional detailed information can be provided to you.

Approved by:



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Douglas Schulze  
City Manager

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## CITY OF BANNING CITY COUNCIL REPORT

**TO:** CITY COUNCIL

**FROM:** Douglas Schulze, City Manager

**PREPARED BY:** Suzanne Cook, Deputy Finance Director  
A'ja Wallace, Budget and Financial Analyst

**MEETING DATE:** January 26, 2021

**SUBJECT:** Receive and File Cash, Investments and Reserve Report for the Month of December 2020

---

### **RECOMMENDATION:**

That City Council receive and file Cash, Investment and Reserve Report for **December 31, 2020** in accordance with California Government Code 53646.

### **CASH AND INVESTMENT SUMMARY:**

Description	Prior Month	Current Month
<b>Funds Under Control of the City</b>		
Cash		
Cash on Hand	\$ 4,155.00	\$ 4,155.00
Checking and Savings Accounts	\$ 6,292,393.88	\$ 5,717,566.46
Investments		
LAIF	\$ 39,606,787.01	\$ 39,606,787.01
Brokerage	\$ 27,505,673.77	\$ 27,526,844.98
<b>Total Funds Under Control of the City</b>	<b>\$ 73,409,009.66</b>	<b>\$ 72,855,353.45</b>
<b>Funds Under Control of Fiscal Agents</b>		
US Bank		
Restricted Bond Project Accounts	\$ 14,802,012.25	\$ 14,802,135.52
Restricted Bond Accounts	\$ 4,820,123.91	\$ 4,820,124.67
Union Bank & SCPPA		
Restricted Funds	\$ 4,493,301.74	\$ 4,358,583.51
<b>Total Funds Under Control of Fiscal Agents</b>	<b>\$ 24,115,437.90</b>	<b>\$ 23,980,843.70</b>
<b>Total Funds</b>	<b>\$ 97,524,447.56</b>	<b>\$ 96,836,197.15</b>

## **RESTRICTED, ASSIGNED, COMMITTED AND RESERVED SUMMARY:**

Description	Prior Month	Current Month
<b>Total Funds</b>	<b>\$ 97,524,447.56</b>	<b>\$ 96,836,197.15</b>
Restricted Funds	43,961,251.59	\$ 43,840,981.85
Assigned Funds - Specific Purpose	8,881,339.00	\$ 8,881,339.00
Committed Funds - Specific Purpose	3,525,858.25	\$ 3,525,858.25
Fund Balance Reserves	13,650,130.23	\$ 13,059,561.44
<b>Total Restricted, Assigned, Committed and Reserved</b>	<b>\$ 70,018,579.07</b>	<b>\$ 69,307,740.54</b>
<b>Operating Cash - Unrestricted Reserves</b>	<b>\$ 27,505,868.49</b>	<b>\$ 27,528,456.61</b>
Less Accounts held in Investments	\$ 27,505,673.77	\$ 27,526,844.98
Liquid Cash	\$ 194.72	\$ 1,611.63

### **ATTACHMENTS:**

1. Cash, Investment and Reserve Report December 2020  
<https://banningca.gov/DocumentCenter/View/8336/Attachment-1--Cash-Investment-and-Reserve-Report-December-2020>
2. Investment Report December 2020  
<https://banningca.gov/DocumentCenter/View/8337/Attachment-2--Investment-Report-December-2020>
3. City of Banning Broker Investment Report – December 2020  
<https://banningca.gov/DocumentCenter/View/8333/Attachment-3--City-of-Banning-Broker-Investment-Report>
4. LAIF / PMIA Performance Report  
[https://banningca.gov/DocumentCenter/View/8334/Attachment-4-PMIA-LAIF\\_Performance-Report-December-2020](https://banningca.gov/DocumentCenter/View/8334/Attachment-4-PMIA-LAIF_Performance-Report-December-2020)
5. LAIF Market Valuation Report December 2020  
<https://banningca.gov/DocumentCenter/View/8335/Attachment-5-LAIF-Market-Valuation-December-2020>

If you have any questions, please contact the Finance Department so that additional detailed information can be provided to you.

Approved by:



Douglas Schulze  
City Manager



**CITY OF BANNING  
CITY COUNCIL REPORT**

**TO:** CITY COUNCIL  
**FROM:** Douglas Schulze, City Manager  
**PREPARED BY:** Art Vela, Director of Public Works  
**MEETING DATE:** January 26, 2021  
**SUBJECT:** Public Works Capital Improvement Project Tracking List

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**RECOMMENDED ACTION:**

This is informational only; receive and file report.

**BACKGROUND:**

There are several planning, environmental, design and construction contracts that have been approved by City Council and/or the City Manager's office that are being managed by the Public Works Department. In an effort to keep the City Council and the public informed of the progress made and current status of each project, staff has prepared and will continue to update the attached Public Works CIP Tracking List. The list will be presented to City Council on a monthly basis.

**FISCAL IMPACT:**

None

**ATTACHMENTS:**

1. CIP Status List  
<https://banningca.gov/DocumentCenter/View/8317/Attach-1-CIP-Update-January-2021>

Approved by:



Douglas Schulze

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## CITY OF BANNING BANNING UTILITY AUTHORITY REPORT

**TO:** BANNING UTILITY AUTHORITY

**FROM:** Douglas Schulze, City Manager

**PREPARED BY:** Art Vela, Public Works Director/City Engineer  
Luis Cardenas, Senior Civil Engineer

**MEETING DATE:** January 26, 2021

**SUBJECT:** Receive and File the Well M-12 Report and Authorize the Abandonment of Well M-12A, Change in Scope of Work to the Agreement with L.O. Lynch and the Development of Plans and Specifications for Drilling and Equipping Replacement Well M-12A

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### **RECOMMENDED ACTION:**

1. Receive and file the Well M-12 Report.
2. Authorize staff to proceed with abandonment of Well M-12 and request proposals for development of plans and specifications for the drilling and equipping replacement Well M-12A.
3. Authorize the change in scope of work to the agreement with L.O. Lynch for the abandonment of Well M-12.

### **BACKGROUND:**

Well M-12 is located on Westward Avenue, between Highland Home Road and Sunset Avenue (Attachment 1). M-12 is one of many wells relied on to meet the City's water demands. On February 9, 2020, during the course of routine inspection, Well M-12 was found to be in the "ON" position but not producing any water. Typical production capacity for Well M-12 was 900 gallons per minute (gpm). The water operator proceeded to turn the well off and lock it out until the Operations Superintendent could evaluate.

Upon further inspection and discussions with the Public Works Director and Senior Engineer for Water and Wastewater, the decision was made to add Well M-12 to the annual well redevelopment and repairs project, along with previously identified Wells C-3, C-6, and M-10.

The successful low bidder, L.O. Lynch Quality Wells and Pumps, Inc. has a proven track record of rehabbing many wells, including the City of Banning's Well NP-1 in 2018. Pumps

for Wells C-3, C-6 and M-10 were all successfully pulled out. However, the pump column for Well M-12 appeared stuck from the very first attempt to pull it out using a 100,000-pound rig. The contractor subsequently tried repeatedly to coax the pump column out with senior-level staff and the owner present at the site, until a guidance cable snapped on their rig and they had to stop for safety reasons. Given that the pump column had barely budged, a recommendation was made to use hydraulic jacks that could exert up to 600,000-pounds of force. This recommendation was accepted by the City and the contractor proceeded to use the hydraulic jacks with the end result that the flange at the top of the column pipe broke off after only 3 feet of column had been extracted (well M-12 is approximately 700 feet deep). It is possible that the three feet of rise were a result of stretching of the metal and not actual movement of the downhole pipe. A letter (Attachment 2) explaining the situation was submitted by the contractor to the City on August 8, 2020, along with two options:

1. Execute a second jacking attempt
2. Abandon the well

Because each municipal well is such a large investment, staff recommended moving forward with a second jacking attempt. After visiting the site, it was noted that a large amount of sand was present in the discharge pipe. This could have been deposited over time, or a result of the well caving in on itself on a much shorter timeline. Pictures of the well and attempts to pull out the pump are included as Attachment 3.

Before attempting a second jacking attempt, water was run down the hole in between the pump column and well casing, to attempt to dislodge any sand that may have been preventing the pump column from moving. The second and more labor-intensive jacking attempt resulted in an additional 5 feet of column being pulled out after 8 hours. As noted in a second letter (Attachment 4) received on November 20, 2020, the conductor casing appeared to be slanting at the end of the second jacking attempt, indicating that the pump column and well casing were irreversibly stuck together and the pump column was not going to come out.

Public Works Department staff discussed the situation with the State's Division of Drinking Water, and they agreed to allow abandonment and redrilling of a new well on the same site. The permitting for both abandonment and drilling of a new well will go through Riverside County.

L.O. Lynch provided a cost estimate for completing the well abandonment (Attachment 5). This work can be performed as part of the existing contract.

As part of the authorization, if granted, to prepare plans and specifications for drilling M-12A, staff will immediately prepare a request for proposals (RFP) to hire an experienced consultant to prepare the bidding documents.

## **JUSTIFICATION:**

After determining that the pump is not able to be pulled out for repairs, the recommended action is to properly abandon the well. It's vital to redrill the well and reestablish the pumping capacity in order to meet the City's water demands.

## **FISCAL IMPACT:**

A change order in the amount of \$39,990.41 to the existing contract with L.O. Lynch Quality Wells and Pumps, Inc. for well abandonment is anticipated to be offset by savings from work not performed to rehab the well. If overall project costs are anticipated to exceed the approved budget, a separate Council staff report will be prepared at that time.

Cost for preparation of bidding documents and drilling/equipping a new well (M-12A) is estimated to fall within \$1,600,000 - \$2,400,000. This assumes that the new well can be drilled on the same property as well M-12 and much of the existing infrastructure, including piping and electrical equipment can be reused.

## **ALTERNATIVES**

Not accept staff recommendations and provide alternate directions. Any delay in replacing Well M-12 can jeopardize the ability to meet the City's growing water demands, especially during the Summer peak. During Summer 2020, the City requested water from Beaumont-Cherry Valley Water District (BCVWD) through an emergency interconnect. Although the City of Banning co-owns three wells with BCVWD and is entitled to half of their water production, the BCVWD has in the recent past been more susceptible to loss of power from PSPS events. This could limit their ability to reliably provide Banning with water.

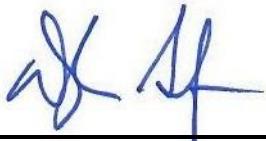
## **ATTACHMENTS:**

1. Well M-12 Location Map  
<https://banningca.gov/DocumentCenter/View/8311/Attachment-1---Well-M-12-Location-Map>
2. Contractor Letter August 8, 2020  
<https://banningca.gov/DocumentCenter/View/8312/Attachment-2---Letter-August-8-2020---M-12-findings-and-next-steps>
3. M-12 Pictures  
<https://banningca.gov/DocumentCenter/View/8313/Attachment-3---M-12-Pictures>
4. Contractor Letter November 20, 2020  
<https://banningca.gov/DocumentCenter/View/8314/Attachment-4---Letter-November-20-2020---2nd-attempt-on-M-12-jacking>
5. Cost Estimate for Well Abandonment  
<https://banningca.gov/DocumentCenter/View/8315/Attachment-5---Cost-estimate-for-well-abandonment>

6. Sample Well Section View

<https://banningca.gov/DocumentCenter/View/8316/Attachment-6---Sample-Well-Section-View>

Approved by:



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Douglas Schulze  
City Manager



## CITY OF BANNING BANNING UTILITY AUTHORITY REPORT

**TO:** BANNING UTILITY AUTHORITY

**FROM:** Douglas Schulze, City Manager

**PREPARED BY:** Art Vela, Director of Public Works/City Engineer  
Perry Gerdes, Water / Wastewater Superintendent

**MEETING DATE:** January 26, 2021

**SUBJECT:** Approving a Change Order to the Purchase Order with Center Electric of Riverside, California for Water/Wastewater Electrical Services As Needed in the Amount of \$15,000 for a total Purchase Order Amount of \$40,000

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**RECOMMENDED ACTION:**

Staff Recommends that City Council:

1. Approve a Change Order to the purchase order with Center Electric of Riverside, California for Water/Wastewater Electrical Services as needed in the amount of \$15,000 for a total purchase order in the amount of \$40,000.
2. Authorize the City Manager or designee to make necessary budget adjustments, appropriations and transfers related to Change Order to the purchase order with Center Electric for the Water/Wastewater Electrical Services as needed.

**BACKGROUND:**

The City of Banning owns and operates its own water and wastewater systems, which includes twenty potable water wells and one non-potable water well, thirteen potable reservoirs, four wastewater lift stations and a wastewater treatment plant that occasionally need electrical repairs and maintenance. Over the past six months the department has used the electrical services more than anticipated. Work completed this fiscal year includes electric work to support the City's new water operation SCADA system, problem solving wiring systems of outdated mechanical control cabinets and installation of electric wiring for the nitrogen removal pilot study at the wastewater treatment plant.

## Vendor Selection Process

The City of Banning issued a Request for Proposals (RFP) on June 1, 2018 through Planet Bids resulting in three proposals being submitted. Center Electric submitted the proposal with the best rates. The first purchase order with Center Electric was issued on July 1, 2018 and it is allowed to renew the purchase order for a five-year period so long as no single work order exceeds \$5,000.

### **JUSTIFICATION:**

This fiscal year's purchase order with Center Electric in the amount of \$25,000 has been exhausted. The requested Change Order will amend the purchase order by adding an additional \$15,000 to it, which staff feels is sufficient to cover work orders for the remainder of the fiscal year.

### **FISCAL IMPACT:**

The Water and Wastewater funds will each pay for a portion of the costs, based on anticipated work needed for each division. The cost breakdown:

Fund	Account Number	Cost Allocation
Water	660-6300-471.45.06	\$10,000
Wastewater	680-8000-454.30.04	\$5,000
<b>Total Amount of Amendment 1</b>		<b>\$15,000</b>

Fiscal Year 2020/2021 purchase order with Center Electric is for an amount of \$25,000. If approved, the Change Order will add \$15,000 to it for a total purchase order amount of \$40,000.

### **ALTERNATIVES:**

1. Approve Change Order.
2. Reject Change Order, which could delay any repairs or planned maintenance activities involving electrical systems.

Approved by:



Douglas Schulze  
City Manager