



SUMMARY ACTION MINUTES
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
TUESDAY, AUGUST 11, 2009, 7:00 PM

1. **CALL TO ORDER:** President Garabedian called the Meeting to Order at 7:00 pm
2. **ROLL CALL:**
 - 2A. **Directors Present:** President Charles Garabedian, Jr., Vice President Salvador Cerrillo, Director Frank Cerrillo, Jr., Director Frank Soto
 - 2B. **Directors Absent:** Director Irma Castaneda
 - 2C. **Others Present:** Russ Holcomb, Neal Costanzo, William Washburn, and Veronica Calderon
3. **CERTIFICATION:** Certification was made that the agenda was posted 72 hours before the meeting.
4. **PUBLIC COMMUNICATIONS:** Any member of the public may address the Malaga County Water District Board on item(s) of interest within the jurisdiction of the Board, not appearing on the agenda. The Board will listen to all communications; however, in compliance with the Brown Act, the Board cannot take action on items that are not on the agenda. Public may also address the Board on agenda items at the time they are addressed by the Board. Anyone wishing to speak is requested to wait until recognized by the Board President.
Public Speaker Limitations: Public speakers will be limited to five (5) minutes or less per individual/group per item per meeting.
No Public Communications for this Meeting.
5. **PUBLIC HEARING – CDBG APPLICATIONS:**

2010/2011 Community Development Block Grant Applications: Public input is requested regarding the two (2) potential CDBG projects that may be submitted.

Project No. 1:

- Equipment and joint sealing for Clarifier No. 1 (approximately \$120, 000)
- Installation of a new Groundwater Monitoring Well (approximately \$50, 000)
- Installation of Nitrification/Denitrification equipment at the WWTP (approximately \$120,000)

Project No. 2:

- Installation of water meters for residential connections (approximately \$250, 000)

(Recommended Action: Consider modifications to the potential CDBG projects based on public input received)

CSGC MOTION BY DIRECTOR CERRILLO, SECONDED BY DIRECTOR SOTO, AND BY A 4-0 VOTE, APPROVED the 2010/2011 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATIONS, AS SUBMITTED

6. **CORRESPONDENCE:**
Fresno County – Public Hearing: Notice from Fresno County Planning Commission & Board of Supervisors, hosting a Public Hearing. Discussion Followed.

7. **REGULAR BUSINESS:**

7A. **Minutes:**

Minutes of the Regular Board Meeting of July 28, 2009 and Minutes of the Special Board Meeting of August 5, 2009

(Recommended Action: Approve Meeting Minutes, as Submitted or Modified)

CSGC MOTION BY VICE PRESIDENT CERRILLO, SECONDED BY DIRECTOR SOTO, AND BY A 4-0 VOTE, APPROVED THE REGULAR BOARD MEETING MINUTES OF JULY 28, 2009, AND THE SPECIAL BOARD MEETING MINUTES OF AUGUST 5, 2009, AS MODIFIED

7B. **Bills Payable/Financial Statement:**

Bills Payable/Financial Statement for this meeting for the period of 07/01/09-07/31/09

(Recommended Action: Approve Bills Payable/Financial Statement for the period of 07/01/09-01/31/09, as Submitted or Modified.

CSGC MOTION BY DIRECTOR CERRILLO, SECONDED BY DIRECTOR SOTO, AND BY A 4-0 VOTE, APPROVED THE BILLS PAYABLE/FINANCIAL STATEMENT FOR THE PERIOD OF 07/01/09-07/31-09, AS MODIFIED

(Director Castaneda arrived at 7:35 pm)

8. **ENGINEER'S REPORT:**

8A. **Community Development Block Grant 2010/2011 Applications:** Staff is preparing 2010/2011 Community Development Block Grant Applications. Complete Applications. The projects in order of priority are as follows:

Project No. 1:

- Equipment and joint sealing for Clarifier No. 1
- Installation of a new Groundwater Monitoring Well
- Installation of Nitrification/Denitrification equipment at the WWTP

Project No. 2:

- Installation of water meters for residential connections

1. **Additionally:** A requirement of the application is to provide the current approved financial statement or trial balance sheet. The District must also designate an authorized representative authorizing that individual to sign the Agreement and necessary supporting documents.

(Recommended Action: Authorize the General Manager as the designated representative and authorize the designated representative to approve the trial balance sheet for inclusion in the CDBG Application)

CCGSC MOTION BY VICE PRESIDENT CERRILLO, SECONDED BY DIRECTOR CERRILLO, AND BY A 5-0 VOTE, AUTHORIZED THE GENERAL MANAGER AS THE DESIGNATED REPRESENTATIVE AND AUTHORIZED THE DESIGNATED REPRESENTATIVE TO APPROVE THE TRIAL BALANCE SHEET FOR INCLUSION IN THE CDBG APPLICATION, AS SUBMITTED

8. **ENGINEER'S REPORT CONTINUED:**

8A **Emergency Addition of an Item to the 08/11/09 Board Agenda**

2. **Emergency Agenda Item Addition – Engineer Selection Procedure Notice inviting Statements of Qualifications:** Approval and submittal of a written procedure to the County along with the RFQ and a letter to the County outlining procedures for the selection process to be submitted to the County with the SOQ.

(Recommended Action: Approve the Emergency Agenda Item Addition to the Agenda of 08/11/09 for approval and submittal of written procedure to the County and the RFQ)

SCGCC **MOTION BY DIRECTOR SOTO, SECONDED BY DIRECTOR CERRILLO, AND BY A 5-0 VOTE, APPROVED THE EMERGENCY AGENDA ITEM ADDITION TO THE 08/11/09 MEETING AGENDA FOR APPROVAL AND SUBMITTAL OF WRITTEN PROCEDURE TO THE COUNTY AND THE RFQ**

3. **Emergency Agenda Addition Item – Engineer Selection Procedure Notice Inviting Statements of Qualifications:** Approval and submittal of a written procedure to the County along with the RFQ and a letter to the County outlining procedures for the selection process to be submitted to the County with the SOQ

(Recommended Action: Approve submittal of a written procedure to the County along with the RFQ and the letter to the County outlining procedures for the selection process)

SCGCC **MOTION BY DIRECTOR SOTO, SECONDED BY DIRECTOR CERRILLO, AND BY A 5-0 VOTE, APPROVED SUBMITTAL OF A WRITTEN PROCEDURE TO THE COUNTY ALONG WITH THE RFQ AND THE LETTER TO THE COUNTY OUTLINING PROCEDURES FOR THE SELECTION PROCESS**

8B. **Developments:**

Mark Graham Property: Staff is preparing the appropriate Resolution, Sewer Deferral Agreement, Operation Plana and other documents necessary for submittal to LAFCO. The documents will be presented to the Board for action prior to submittal to LAFCO.

(Recommended Action: Informational – No Action Required)

8C. **Wastewater:**

1. **Wastewater Treatment Facilities UV project:** The UV disinfection project is proceeding. The monthly progress payment through the end of July is \$15,047.00 less retention in the amount of \$1,504.70. Progress Payment Request No. 6 is in the amount of \$13, 542.30.

(Recommended Action: Consider approval the Progress Payment Request No. 6 in the amount of \$13,542.30)

SCGCC **MOTION BY DIRECTOR SOTO, SECONDED BY DIRECTOR CERRILLO, AND BY A 5-0 VOTE, APPROVED PROGRESS PAYMENT REQUEST NO. 6, IN THE AMOUNT OF \$13, 542.30, AS SUBMITTED**

2. **Wastewater Treatment Facilities DAF and Secondary Clarifier project:** Contractor has been asked to delay work as the District applies for alternative financing. However, costs for materials, insurance, etc. have accumulated for the project. The monthly progress payment request through the end of July is for \$7,622.00, less 10% retention, in the amount of \$762.20. Progress Payment Request No. 1 is in the amount of \$6,859.80. (This project has been delayed by mutual agreement at a meeting held on 08/06/09)

(Recommended Action: Informational – No Action Required)

9. **RECREATION REPORT(S):**

9A. **Events Coordinator's Report:**

1. **Recreation Committee Bingo & Dinner:** Held the 1st Wednesday at 5:30 pm – 7:30 pm
2. **Recreation Movie Night:** Held the 2nd, 3rd, and 4th Wednesdays at 5:30 pm – 7:30 pm
Popcorn, Sodas, and Ice Cream Cones were sold
3. **Up-Coming Events:**
 - a. **Bingo and Dinner:** Wednesday, August 12, 2009 at 5:30 pm – Center
 - b. **Wild Water Adventure Trip:** August 13, 2009 from 10:00 am – 5:30 pm
 - c. **Back to school Teen Dance:** Cancelled
 - d. **Fiesta Days:** September 12 and 13, 2009 – Malaga Park
3. **Other Activities:**
 - a. **Senior Bingo:** Wednesdays at 10:00 am – 12:00 pm – Center
 - b. **Food Commodities:** 3rd Wednesday at 9:00 am – 2:00 pm – Center
 - c. **Adult Ceramics:** Wednesdays & Thursdays at 9:00 am – 3:00 pm – Center
 - d. **Recreation Committee Meetings:** 1st Wednesday at 5:30 pm – Center
 - e. **Center Rentals:** Friday – Set-Up; Saturday – Rental; Sunday – Clean Up
 - f. **Youth & Adult Basketball:** Monday – Thursday 3:00 pm – 8:00 pm; Except on the 1st & 2nd Wednesdays of the Month, due to Bingo & Dinner and Movie Night
 - g. **Recreation Committee Potluck:**
The Recreation Committee will be having a potluck at the Arriaga Community Center on August 16, 2009 starting at 4:00 pm
 - h. **Other:** Movie Night will be every 2nd Wednesday of the Month

9B. **Youth Sports Coordinator's Report:**

1. **Malaga Swim Team:** Will be having their end of the season party Saturday, August 15th from: 6:00 pm – 10:00 pm. Dinner will be from: 6:00 pm – 7:00 pm. Pizza, Punch, and Cake will be provided by the MCWD. Parents are asked to bring a side dish or dessert. Then, from 7:00 pm – 9:00 pm our first ever “Silly Olympics,” consisting of 5 relays, in which the Lifeguards will compete against the Swim Team. Then, from: 9:00 pm – 2:00 pm, we will be having open swim with music by DJ Nathan. I would like to ask the Board Members for help with announcing, and showing appreciation to our parent volunteers. If you would like to help, please call Rosie Flores at 559-577-5164.
2. **Soccer Sign-Ups:** Flyers went out August 5th, and we will be having sign-ups for the rest of this week. Then, team organizing will begin. Volunteer coaches signed-up are: Allie Morelos, John Morelos, Brandy Tovar, and Mr. Del Castillo. So, we have a good turn out of coaches; now, all we need are the kids!
3. **Baseball/T-Ball:** I have called the baseball and T-Ball coaches to turn in equipment and I would plastic totes to put the gear away properly, so everything will be ready for the following year. I believe the totes are \$9.87 at Wal-Mart. The extra sports gear will be stored in the pool office's back room.

9B. **Youth Sports Coordinator's Report – Continued:**

4. **Aquatics:** This has been a great season for our pool; we have had over 40 kids in the swim lessons program and have taught about 90% of these kids how to swim using good stroke techniques. I will get a list of the kids who learned how to swim so that we can put their names in the District Newsletter. Positive feedback from parents about our Lifeguards and our Pool in general has been received. People are thoroughly enjoying our pool. Mesh rental bags arrived; patrons may rent a mesh bag to secure their valuables while they swim. Bags arrived late; but, patrons are looking forward to using them all year next swim season. Mistakes are suggested to go up around the canopies and in front of the pool office. This would greatly help when the heat index is 100+. Slip preventive strips are needed on the cement to help with prevent slipping when the deck gets wet. New items purchased: Sheppard's Hook, Life Ring and an Umbrella; all were extremely worn and in need of replacement. A couple of lifeguards lost hours due to their own poor work habits. All lifeguards were given chances to reform, but did not. Consequently, we did have some disgruntle Parents/Guardians; but, when the policies were explained; and then, explained which rules/policies their child had broken; and then, they were a more than a little upset with their child, and very understanding as to why their child lost hours. Some lifeguards were given another chance; but, only under my personal and physical supervision; which means, that they can only work while I am at the Pool. However, when appointments were made with the lifeguard and his father, to go over contract and policies; and, they didn't show, or call. I called them, rescheduled for another day; and again, they didn't show or call, I called one last time and the father informed me that his son had been hired elsewhere and thank you; but, his son would not need to return to Malaga. All in all, we have a great team of lifeguards and most want to return. We will probably lose 5 to 6 due to relocating for college.

10. **GENERAL MANAGER'S REPORT:**

10A. **Water:**

1. **Billing:** Working with Laurie on all accounts with the new delinquent rate fees. Response continues to be good! As previously mentioned, the 25th of each month will be the new cut-off date for determining when an account becomes delinquent. It has been 20 days from the date the accounts were billed. Utilizing the 25th will provide a more consistent time frame for all District Utility accounts.
2. **District Water Infrastructure Loan – Well #8:** I-Bank Preliminary Loan Application is being processed. Additional info requested was submitted on 08/06/09.
3. **Grants/District Water Projects:** Attached is the updated report for the Grants/District Water Projects progress and disbursements. (See Attached Report)

10B. **Sewer:**

1. **District WWTP Infrastructure Loan – UV & DAF:** The I-Bank Preliminary Loan Application is being processed. Additional info requested was submitted on 08/06/09.
2. **Grants/District WWTP Projects:** Attached is the updated report for the Grants/District WWTP Projects progress and disbursements. (See Attached Report)
3. **08/06/09 Meeting with Kaweah Construction:** President Garabedian, District Engineer Michael Taylor & I met with Mike Hiatt & Josh Wilkinson of Kaweah Construction to discuss the timing of WWTP DAF Construction Project. It was mutually agreed to delay construct for approximately 60 days. (See Attached Message from Mike Hiatt)

10C. **Solid Waste:** Nothing new to Report

10D. **Other:**

08/10/09 Meeting with California Consulting: President Garabedian and I met with Steve Samuelian, Manager of California Consulting, regarding the possibility of establishing a Grant Writing Contracted Services Agreement. It was mutually agreed that Mr. Samuelian would prepare the agreement for review by District Legal Counsel, and when mutually agreed upon, presented to the Board for review, discussion, and possible approval.

11. **PRESIDENT'S REPORT:**
2009/2010 District Budget: Reported that at the budget workshop meeting adjustments were made to the 2009/2010 District Budget. It should be presented to the Board with the new adjustments at the 08-25-09 Regular Board Meeting for approval. General Manager to follow up with the request. Brief Discussion Followed.
12. **DIRECTOR'S REPORT(S):**
 - 12A. **Vice President Cerrillo:**
 1. **2009/2010 District Budget:** Reported that he does agree that there should be adjustments made in the new budget. Reported that adjustments have already begun in the recreation department. Brief Discussion Followed.
 2. **Pop Warner Football:** Asked the General Manager if we could look into asking the local companies to rent their parking lots for extra parking for the September 5th football game. General Manager to follow up with request.
 - 12B. **Director Castaneda:** Reported that she has received a lot of positive feed back from the Parents and Players of the Pop Warner football team about playing at Malaga Community Park. Brief Discussion followed.
13. **LEGAL COUNSEL'S REPORT:**
Legal Counsel Reported that he will have a draft of the resolution of the Future Moratorium at the next Board Meeting. Brief Discussion Followed.
14. **CLOSED SESSION:**
No Closed Session for this Meeting
15. **ADJOURNMENT:**
The Board Meeting Adjourned at 8:03 PM