



SUMMARY ACTION MINUTES
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
TUESDAY, DECEMBER 08, 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 Irma Castaneda, Director Frank Cerrillo, Jr., & Director Frank Soto
 - 2B. **Others Present:** Russ Holcomb, Neal Constanzo, Lupe Cerrillo, 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.

Lupe Cerrillo: Reported that she was present on behalf of the Sunnyside Convalescent Hospital and wanted to inform the Board that the Hospital will be donating 50 unwrapped toys for the Districts Annual Children's Christmas Program. Brief Discussion Followed.

5. **CORRESPONDENCE:**
No Correspondence for this Meeting

6. **REGULAR BUSINESS:**
 - 6A. **Minutes:**
Minutes of the Regular Board Meeting of November 24, 2009
(Recommended Action: Approve Meeting Minutes, as Submitted or Modified)

CCGSC MOTION BY DIRECTOR CERRILLO, SECONDED BY VICE PRESIDENT CERRILLO, AND BY A 5-0 VOTE, APPROVED THE MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 24, 2009, AS SUBMITTED

- 6B. **Bills Payable/Financial Statement:**
Bills Payable/Financial Statement for the period of 11/01/09 – 11/30/09
(Recommended Action: Approve Bills Payable/Financial Statement for the period of 11/01/09 – 11/30/09, as Submitted or Modified)

CCGSC MOTION BY VICE PRESIDENT CERRILLO, SECONDED BY DIRECTOR CERRILLO, AND BY A 5-0 VOTE, APPROVED THE BILLS PAYABLE/FINANCIAL STATEMENT FOR THE PERIOD: 11/01/09 – 11/30/09, AS SUBMITTED

6C. **Re-Elected Board of Directors – Recognition & Oath of Office:** On November 3, 2009, all three incumbent Directors were re-elected to the MCWD Board of Directors for a four-year term, by a majority community vote. They are as follows:

- **FRANK A. CERRILLO, JR.**
- **SAL ALVAREZ CERRILLO**
- **FRANK C. SOTO**

President Garabedian administered the Oath of Office to the Directors. Congratulations to all!

6D. **Election of MCWD Board Officer for 2010 – President, Vice President, Secretary-Treasurer:** (Recommended Action: Elect Officers for 2010)

Nominations were opened for Board President:

CCGSC **MOTION BY DIRECTOR CASTANEDA, SECONDED BY DIRECTOR CERRILLO, AND BY A 5-0 VOTE, ELECTED CHARLES GARABEDIAN, JR. AS BOARD PRESIDENT FOR 2010**

Nominations were opened for Board Vice President:

CSGCC **MOTION BY DIRECTOR CASTANEDA, SECONDED BY DIRECTOR SOTO, AND BY A 5-0 VOTE, ELECTED SAL CERRILLO AS BOARD VICE PRESIDENT FOR 2010**

Nominations were opened for Board Secretary-Treasurer:

CSGCC **MOTION BY DIRECTOR CASTANEDA, SECONDED BY DIRECTOR SOTO, AND BY A 5-0 VOTE, ELECTED RUSS HOLCOMB AS SECRETARY-TRESURER FOR 2010**

Nominations were opened and recommended to keep the same Slate of Officers as 2009, As-Is:

6E. **Election of Economic Development Corporation Officers for 2010 – President, Vice President, Secretary-Treasurer:** (Recommended Action: Elect Officers for 2010) It has been customary to elect the MCWD Newly Elected Officers to be elected as the Economic Development Corporation Officers for the same year, elected As-Is.

Nominations were opened and recommended to keep the Slate of Officers the same as the MCWD elected officer for 2010, As-Is:

SCGCC **MOTION BY DIRECTOR SOTO, SECONDED BY DIRECTOR CASTANEDA, AND BY A 5-0 VOTE, ELECTED THE OFFICERS FOR THE ECONOMIC DEVELOPMENT CORPORATION TO BE THE SAME AS THE MCWD SLATE OF OFFICERS FOR 2010, ELECTED AS-IS**

7. **ENGINEER’S REPORT:**

7A. **Developments:**

3363 S. Golden State Blvd. – Mark Graham Property: Staff has prepared the appropriate Resolution and Sewer Deferral Agreement necessary for submittal to LAFCO. The District received a water connection fee from Mr. Graham: however, the District has not yet received the deposit for the necessary Legal Description and Operational Plan for submittal to LAFCO.

(Recommended Action: Informational – No Action Required)

7B. **CDBG Projects:**

1. **WWTP Sludge Drying Bed and Monitoring:** Design of the project is proceeding. It is anticipated to be submitted to the County for approval and to the RWQCB for information purposes in December, 2009.

(Recommended Action: Informational – No Action Required)

7. **ENGINEER'S REPORT – CONTINUED:**

7B. **CDBG Projects – Continued:**

2. **Test Well #8:** The District received authorization to award the contract to Bradley & Sons, Inc. A pre-construction meeting was held December 3, 2009 at the District Office.
(**Recommended Action:** Informational – No Action Required)

7C. **Wastewater:**

1. **WWTP – RWQCB Special Study Requirement:** The District received a letter regarding Special Studies required of the District. A summary of the status of the various studies has been submitted under separate cover. It is requested that the District provide direction regarding the schedule of physical improvements identified in previous correspondence so that the RWQCB may be provided the information. It is also noted that the District and the City of Fresno have a meeting scheduled for November 23rd to discuss the alternative of connecting the District with the City of Fresno sewer system.
If so directed, specific Task Orders will be submitted for Board approval to prepare the Special Studies required by the RWQCB. As noted previously, several of the studies have been performed under the on-going agreement for general engineering services; however, these studies are beyond the terms of that agreement.
(**Recommended Action:** Direct staff regarding action on the Special Studies required by the RWQCB)

No action was taken by the Board on this item pending additional information

2. **WWTP – UV Project:** The UV Disinfection project has placed the UV facilities into operation. A punch list to finalize the improvements is in the process of being prepared. The remaining facilities are expected to be complete in December, 2009. Final items are associated with electrical, instrumentation, and controls.

Due to the ability to discharge a larger flowrate to the canal during 2009 and the District's efforts to scrape and rip tow additional ponds this year, it is anticipated that the District will suspend discharge to the canal for approximately two months this winter. This suspension of discharge will result in some cost savings for operation and maintenance and will be a step toward satisfying the request of Fresno Irrigation District.

It is recommended that the District submit a status report to the RWQCB regarding the Compliance Projects associated with Administrative Civil Liability Order No. R5-2006-0003. A draft of the letter and tabular summary of the expenditures to date is included. If the letter is submitted, the supporting invoices should be included.

(**Recommended Action:** Direct staff regarding action on the special studies required by the RWQCB)

No action taken by the Board on this item

3. **DAF & Secondary Clarifier Project:** Project remains on hold. Board voted to extend commence date an additional 90-days. Revised contract pending.
(**Recommended Action:** Informational – No Action Required)

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

8A. **Events Coordinator Report:**

1. **Recreation Committee Bingo & Dinner:** Wednesday 01/06/2010 – 5:30 PM – Center
2. **Movie Night:** Held the 2nd Wednesday at 5:30 PM – 7:30 PM Popcorn, Sodas, & Ice Cream Cones are Sold – Center
3. **Up-Coming Events:**
 - a. **Christmas Program:** Saturday, 12/19/2009 – Noon – Center
 - b. **Recreation Meeting** Thursday, 01/07/2010 – 5:30 PM – Center

8. **RECREATION REPORT(S) – CONTINUED:**

8A. **Events Coordinator Report – Continued:**

4. **Other Activities:**

- a. **Senior Bingo:** Wednesdays at 10:00 AM – Center
- b. **Food Commodities:** 3rd Wednesday 9:00 AM – 2:00 PM – Center
- c. **Adult Ceramics:** Wednesdays & Thursdays at 9:00 AM – Center
- d. **Recreation Committee Meetings:** 1st Thursday of the Month – 5:30 PM – Center
- e. **Center Rentals:** Friday – Set-Up; Saturday – Rental; Sunday – Clean-Up
- f. **Christmas Tree Lighting:** We had a really good turn out around 100+ people were in attendance. The kids loved Santa they let him know what they wanted for Christmas, and of course they have all been good. There were free raffles and refreshments for everyone, each child got to get a beanie hat to keep them warm. They also got candies to take home with them it was a very good program.
- g. **Christmas Parade:** The parade was a lot of fun. We had 7 entries. We're hoping for more next year. Everyone that was in the parade or the people that were just watching the parade had fun. It was really nice to see the participation of our community; especially, this time of the year. Have a blessed Christmas.

8B. **Youth Sports Coordinator's Report:**

No Youth Sports Coordinator's Report for this meeting

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

9A. **Water:**

1. **District Water Infrastructure Loan – Well #8:** I-Bank Loan Invitation Received 11/24/09. Application Completion is in Progress.
2. **Grants/District Water Projects:** No change.
3. **Mark Graham – Connection & Other Fees:** Mr. Mark Graham paid \$5,424.58 on Monday, 11/23/09. See attached message flow.
4. **Moga Tire – Truck Wash:** Still pending receipt of application, plans, and fees.

9B. **Sewer:**

1. **District WWTP Infrastructure Loan – UV & DAF:** I-Bank Loan Invitation Received 11/24/09. Application Completion is in Progress.
2. **Grants/District WWTP Projects:** No change.

9C. **Solid Waste:** Fall Clean-Up was Saturday, 11/21/09. Follow-Up Meeting tomorrow, Wednesday, 1:30 PM.

9D. **Other:**

1. **Graffiti Hot Line Flyers:** Attached is a flyer to assist with graffiti removal in Malaga.
2. **Bartle Wells – Rate Study:** Attached for your review. Please review prior to the next Board Meeting to be held on 01/12/10.

10. **PRESIDENT'S REPORT:**

Reported that he and the General Manager met with the Central Valley Regional Quality Control Board. Brief Discussion Followed.

11. **DIRECTOR'S REPORT(S):**

11A. **Director Cerrillo:** Reported that he received a phone call from Mr. Garret thanking the District for the clean up of the empty lot on Frank St/Grand Ave. Brief Discussion Followed.

11B. **Director Castaneda:** Asked if the board could sit down to discuss a future date and time to plan and schedule a community clean up. Brief discussion followed.

11. **DIRECTOR'S REPORT(S) – CONTINUED:**

11C. **Vice President Cerrillo:**

1. **Re-Elected Board Members:** Stated that he wanted to congratulate the Re-Elected Board Members. Brief Discussion Followed.
2. **New Ideas:** Wanted to remind the Board to stay focused and to look for new ideas for new sports and activities. Brief Discussion Followed.
3. **Christmas Parade:** Asked if we could send Thank You letters to all participants of the Annual Christmas Parade. General Manager to follow up with request. Brief Discussion Followed.
4. **Food Distribution:** Reported that he got all the food needed for the Food Distribution. Brief Discussion Followed.
5. **Christmas Gifts:** Reported that we should remind all the parents that the children receiving Christmas gifts this year at the Christmas program, need to be present in order to receive a gift. Brief Discussion Followed.

12. **LEGAL COUNSEL'S REPORT:**

12A. **SKF Letter:** Reported that he is still working on the SKF letter. Brief Discussion Followed.

12B. **MCWD Policy and Procedure Manuel:** Reported that he is done with the revisions on the MCWD Policy and Procedure Manuel. Brief Discussion Followed.

13. **CLOSED SESSION:**

Board went into Closed Session at 8:27 PM

Board returned from Closed Session at 9:42 PM. President Garabedian reported that discussions were held on Personnel & Contracted Services and that no reportable action was taken by the Board in Closed Session.

14. **ADJOURNMENT:**

Board Meeting Adjourned at 9:43 PM