



SPECIAL BOARD MEETING MINUTES
BOARD OF DIRECTORS MEETING
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
Wednesday, February 13, 2019 at 6:00PM

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a District Board Meeting, please contact the District Office at 559-485-7353 at least 48 hours prior to the meeting, to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

- ❖ Please submit all written correspondence for the Board of Directors by 12:00 pm the Friday prior to the meeting. Please deliver or mail to the District Clerk.
- ❖ Public comments are limited to three (3) minutes or less per individual per item, with a fifteen (15) minute maximum per group per item and will be heard during the communication portion of the agenda.

1. Call to Order: 6:00pm

- 2. Roll Call:** President Charles Garabedian, Jr.; Vice President Salvador Cerrillo; Director Irma Castaneda; Director Frank Cerrillo, Jr.; Director Carlos Tovar, Jr.

All Present

Also Present: Jim Anderson, Neal Costanzo and Norma Melendez

- 3. Certification:** Certification was made that the Board Meeting Agenda was posted 72 hours in advance of the meeting.

4. Old Business:

- a. **PC Solutions (PCS) IT Agreement.** The 12-month IT service agreement with PCS expires on 31 March. PCS has reviewed last years usage and has developed a two-year proposal to continue service. PCS has been reliable and responsive to all IT needs of the District.

Recommended action: To review and adopt the new two-year agreement.

Motion by Vice President Cerrillo; Second by Director Tovar, Jr. and by a 5-0 vote to adopt the new two-year agreement with PC Solutions.

- b. **Ground Water Recharge in basin CF.** A discussion of groundwater recharge in FMFCD basin.

For information and discussion.

Nothing to report.

5. New Business:

- a. **Office Printer.** The District's lease of the office printer expires in May 2019. The district has received two proposals for the lease of a new printer contained in the attachments to the agenda. Replacing the current printer with a new lease on a new printer will save money and reduce printer downtime. Both proposals include lease pay-off and return of the current printer.

Recommended action: To consider the two lease agreements and select one.

A discussion was held during closed session and the California Business Machine proposal was the selected proposal. The General Manager was instructed to execute the new copier lease agreement with California Business Machines.

- b. **Municipal Services Review (MSR).** Fresno LAFCo is tasked with developing updated MSRs every five years. The MCWD MSR was last updated in 2007. Considering the strong interest MCWD has for reorganization and that the MSR is a substantial document for a reorganization application, it is suggested that the District retain Provost & Pritchard to develop a new MSR for the District. P&P has submitted an estimated cost of \$25,000.00 to develop a new MSR.

Recommended action: To approve the proposal to develop an MSR at an estimated cost of \$25,000.00.

Motion by Vice President Cerrillo; Second by Director Tovar, Jr. and by a 5-0 vote to approve the proposal to develop MSR at an estimated cost of \$25,000.00.

- c. **Resolution No. 02-12-2019 a Resolution of the Board of Directors Authorizing a Loan from the Rural Community Assistance Corporation.** This loan is related to the meter project which is being funded in part by a grant from the Water Board. The Water Board has informed the District that there will be a delay in getting reimbursements from the state revolving fund (Prop 1). The District currently has disbursement requests of approximately \$802,000.00 pending. In order to avoid penalties and interest from the project contractor and to insure that the project is completed on schedule, the District is applying for a one year 'bridge' loan to be repaid with the disbursements from the revolving fund. The Resolution authorizes the President to sign the loan application and loan documents and the General Manager to sign disbursement requests.

Recommended action: Approve Resolution No. 02-12-2019.

Motion by Vice President Cerrillo; Second by Director Cerrillo, Jr. and by a 5-0 vote to approve Resolution No. 02-12-2019.

6. **Recreation Reports:** To be submitted at the meeting.
Recreation Center Director, Romana Campos, was not present to give recreation report.
7. **Engineer Reports:**
 - a. District Engineer Report. No new reports for this meeting. The meter project is nearing conclusion.
 - b. CDBG Engineer Report: CDBG 16451 Rec Center A/C is published for bid. Bid opening is 2pm/26Feb at the District office.
8. **General Manager's Report:**
 - a. Report on the Water Market Exchange Symposium of 24 January at Fresno State.
 - b. Report of the SWRCB water meter project inspection of 1 February.
 - c. Remaining new water meter boxes that are asphalt filled will be cement filled by the end of February.

- d. Department reports.
- e. Other reports.

9. President's Report:

President Garabedian, Jr. reported having a meeting with Nathan Magzig regarding incorporation. It was requested to put item under closed session for further discussion.

Motion by Vice President Cerrillo, Second by Director Castaneda to add item under closed session.

10. Vice President's Report:

Vice President Cerrillo reported graffiti on a building on central and ward. Would like to have markings removed by district staff. Over the weekend he had difficulty reaching the on-call staff due to a call-center misunderstanding. Finally, he reminded the board members about the Hope Now For Youth fundraiser banquet. All board members will be attending banquet.

11. Director's Reports:

None for this meeting.

12. Legal Counsel Report:

For closed session.

13. Consent Agenda. The items listed below in the Consent Agenda are routine in nature and are usually approved by a single vote. Prior to any action by the Board of Directors, any Board member may remove an item from the consent agenda for further discussion. Items removed from the Consent Agenda may be heard immediately following approval of the Consent Agenda or set aside for discussion and action after Regular Business.

- a. Minutes of the Regular Board Meeting of January 22, 2019.
- b. Financial Statements and Account Payable reports.

Recommended action: To approve the Consent Agenda as presented or amended.

Motion by Vice President Cerrillo; Second by Director Cerrillo, Jr. and by a 5-0 vote to approve the Consent Agenda as presented.

14. Communications:

a. Written Communications:

- 1. Cal Trans has applied for the use of the community center for a public meeting which will be held in March.

b. Public Comment:

15. Closed Session: 8:20 p.m.

16. Adjournment:

Motion by Director Castaneda, Second by Vice President Cerrillo and by a 5-0 vote to adjourn the meeting at 8:37 p.m.

No reportable action was taken other than the selection of California Business Machines for the new printer lease (see item 5.a.).