



**REGULAR BOARD MEETING AGENDA**  
**BOARD OF DIRECTORS MEETING**  
**MALAGA COUNTY WATER DISTRICT**  
**3580 SOUTH FRANK STREET**  
**FRESNO, CALIFORNIA 93725**  
**Tuesday, February 11, 2020 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:**

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

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

**4. Old Business:**

- a. **Truck Wash Update.** A discussion of what next steps will be taken.

Recommended action: for discussion and potential action.

**5. New Business:**

- a. **Center Rental Food Service Handling.** A discussion regarding food handling of catering companies at the recreation center kitchen.

Recommended action: for discussion and potential action.

- b. **Water Meter Rates Workshop.** Workshop will be conducted Thursday, February 13, 2020 at 4:30pm at the District Office to discuss the water meters and rates.

For information.

- c. **Jolt Service.** Approval of a monthly subscription service with Jolt to provide management software service designed to make managing any business automated and effortlessly. The main features of the application includes a communication hub, task management, audits & inspections, employee scheduling, time & attendance, employee announcements and managerial reports. The monthly subscription fee of \$199.00 for an unlimited number of users and a launchpad fee/ implementation fee of \$199.00 bringing the initial grand total to \$398.00.

Recommended action: To approve monthly subscription service with Jolt for the use of the management software at \$398.00 and approving the General Manager to move forward with the monthly subscription fee of \$199.00.

**Motion by:** \_\_\_\_\_; **Second by:** \_\_\_\_\_

**6. Recreation Reports:** To be submitted at the meeting.

**7. Engineer Reports:**

- a. District Engineer Report.
  - i. **Pretreatment Report.** Report due February 28, 2020.
- b. CDBG Engineer Report: None for this meeting.

**8. General Manager's Report:**

- a. Employee reviews to be conducted in March 2020.
- b. CDBG Hydrant Status.
- c. Townhall Meeting Update.
- d. Public Works Report by Operations Manager, Moises Ortiz.
- e. NKGSA GSP Update.
- f. ACWA Update.

**9. President's Report:**

**10. Vice President's Report:**

**11. Director's Reports:**

**12. Legal Counsel Report:**

**13. Communications:**

- a. Written Communications:
- b. Public Comment:

**14. 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 28, 2020.
- b. Accounts Payable and Financial Reports.

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

**Motion by:** \_\_\_\_\_; **Second by:** \_\_\_\_\_

**15. Closed Session:**

- a. Personnel: Employee Evaluations; All Positions (Government Code Section 54957(b).)
- b. Conference with Real Property Negotiators Government Code Section 54956.8.
- c. Public Security Government Code Section 54957(a).

- d. Pending Litigation (Government Code Section 54596.9): Malaga County Water District v. CVRWQCB; Two Cases; Fifth District Court of Appeals Nos. F078776 and F078327

**16. Adjournment:**

**Motion by:** \_\_\_\_\_, **Second by:** \_\_\_\_\_

**Certification of Posting**

I, Norma Melendez, District Clerk of the Malaga County Water District, do hereby certify that the foregoing agenda for the Regular Meeting of the Board of Directors of February 11, 2020 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, at 5:00P.M. On 02/07/2020.

**Norma Melendez**

Norma Melendez, District Clerk



# Malaga County Board of Directors

**item 5.c.**

Jolt Address:

Intuiplan, LLC dba Jolt  
2901 Ashton Blvd #300,  
Lehi, Utah 84043

Date	P.O. No.	Sales Rep.	Due	Ship Via	Tax ID
2/4/20		David Burton	<b>Feb 28th</b>	Web	

Quantity/Locations	Item	Description	Unit Price		Total
1	Jolt Monthly Billing	Per Location, Monthly Subscription	\$199.99		<b>\$199.00</b>
1	Jolt Launchpad Fee	Implementation	\$199.00		<b>\$199.00</b>

\* Price in US Dollars

Subtotal:	<b>\$398.00</b>
Balance Due:	<b>\$398.00</b>

**From:** Jennifer Ahl <[Jahl@malagacwd.org](mailto:Jahl@malagacwd.org)>  
**Sent:** Tuesday, February 4, 2020 5:21 PM  
**To:** Michael Slater <[mike@costanzolaw.com](mailto:mike@costanzolaw.com)>  
**Subject:** FW: Jolt Quote

**item 5.c.**

**From:** David Burton <[david.burton@jolt.com](mailto:david.burton@jolt.com)>  
**Sent:** Tuesday, February 4, 2020 5:20 PM  
**To:** Jennifer Ahl <[Jahl@malagacwd.org](mailto:Jahl@malagacwd.org)>  
**Subject:** Re: Jolt Quote

You will have unlimited users and logins. You will have access to our entire platform. So checklists, forms, and inspections, maintenance requests, training, storing photos and videos. You'll also be able to use our scheduling tool if you choose to.

On Tue, Feb 4, 2020 at 5:53 PM Jennifer Ahl <[Jahl@malagacwd.org](mailto:Jahl@malagacwd.org)> wrote:

Ok great. How many users and log ins can I have?

**From:** David Burton <[david.burton@jolt.com](mailto:david.burton@jolt.com)>  
**Sent:** Tuesday, February 4, 2020 4:53 PM  
**To:** Jennifer Ahl <[Jahl@malagacwd.org](mailto:Jahl@malagacwd.org)>  
**Subject:** Re: Jolt Quote

That's for the whole year. Monthly payments would be \$199.

On Tue, Feb 4, 2020 at 5:49 PM Jennifer Ahl <[Jahl@malagacwd.org](mailto:Jahl@malagacwd.org)> wrote:

Is this \$2400.00 a yearly annual rate or monthly?

**From:** David Burton <[david.burton@jolt.com](mailto:david.burton@jolt.com)>  
**Sent:** Tuesday, February 4, 2020 4:32 PM  
**To:** Jennifer Ahl <[Jahl@malagacwd.org](mailto:Jahl@malagacwd.org)>  
**Subject:** Jolt Quote

Hey Jennifer,

**item 5.c.**

Attached I have the quote that you requested. I'm so sorry that this took so long to get over to you. I'll attach the registration link on this email as well. Once you've filled that out go ahead and respond back to this email so we can get your training scheduled. Please let me know if you have any questions. Thanks, Jennifer.

<https://app.joltup.com/account#/registration?category=TAEPFS0119912LP>

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**David Burton**

Account Executive

Direct: 801-447-1390

Mobile: 949-294-1830

[Click to schedule a meeting](#)



**David Burton**

Account Executive



**REGULAR BOARD MEETING MINUTES**  
**BOARD OF DIRECTORS MEETING**  
**MALAGA COUNTY WATER DISTRICT**  
**3580 SOUTH FRANK STREET**  
**FRESNO, CALIFORNIA 93725**  
**Tuesday, January 28, 2020 at 6:00PM**

**item 14.a.**

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: 6:03PM**

- 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: Laurie Cortez, Norma Melendez and Michael Slater**

- 3. Certification:** Certification was made that the Board Meeting Agenda was posted 72 hours in advance of the meeting.
- 4. 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 Special Board Pre-Meeting of January 15, 2020.
  - b. Minutes of the Special Board Meeting of January 15, 2020.
  - c. Minutes of the Special Board Meeting of January 21, 2020.

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

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

**5. Old Business:**

- a. **Public Hearing.** To consider modifications to the District's Pretreatment Program, which includes amendments and/or modifications to the MCWD Code, the Pretreatment Program, Individual wastewater discharge permits, and local limitations on wastewater discharges.

Recommended action: to approve modifications to the Districts Pretreatment Program as presented or amended and authorize the General Manager and Attorney to give the CVRWQCB notice of the modifications.

**Public notice was published on The Fresno Bee December 27, 2019 and a copy of the notice was mailed to the district's high sewer unit users. No written comments received. A representative of Georgia Pacific asked about the new EC limit. It was explained that the proposed limit was 850 based on the local limits study. If Georgia Pacific has any further comments the CVRWQB would have a comment period prior to the approval of the new limits. Public comment closed at 6:09pm.**

**Motion by Vice President Cerrillo; Second by Director Tovar, Jr. and by a 5-0 vote to approve modifications to the District's Pretreatment Program and to authorize the GM and Attorney to give the CVRWQCB notice of the modifications.**

- b. **Audit Report.** A follow up from the tabled item of January 18, 2020 special board meeting. Max Sanborn has completed the FY 2018/19 audit report. The audit report indicates that the District performs its fiduciary duties in accordance with accounting principles generally accepted in the United States.

Recommended action: To approve the FY 2018/19 audit report as presented.

**Motion by Vice President Cerrillo; Second by Director Cerrillo, Jr. and by a 5-0 vote to approve the FY 2018/19 audit report as presented.**

#### **6. New Business:**

- a. **Termite Inspection Report.** Clark Pest Control conducted the annual Wood Destroying Pests and Organisms Inspection Report. Visible damage was detected on the roof sheathing and exterior of the structure of the District Office.

Recommended action: for review and potential action.

**Discussion was held. President Garabedian, Jr. will look into roof contractors.**

#### **7. Recreation Reports:** None for this meeting.

**Director Castaneda announced that Bingo Night will be held Wednesday, February 5, 2020 and that the recreation committee are currently discussing the 2020 calendar of events.**

#### **8. Engineer Reports:**

- a. District Engineer Report. None for this meeting.
- b. CDBG Engineer Report:
  - i. **CDBG 19451.** The Malaga Fire Hydrant Improvements project has been funded from the 2019-2020 back-up list. County is preparing the project agreement.

#### **9. General Manager's Report:** to be presented at the meeting.

- a. **Town hall meeting scheduled for 1/30/2020 regarding recreation programs.**
- b. **Workshop regarding water meter and rates is scheduled for 2/13/2020.**

#### **10. President's Report:**



**President Garabedian, Jr. notified the board members that the ACWA conference has been scheduled in May.**

**11. Vice President's Report:**

**Vice President Cerrillo reported graffiti in the alleys. He also announced that Hope Now for Youth banquet will be on February 23, 2020 and 2 tables should be reserved for the function.**

**12. Director's Reports:**

**Director Castaneda requested that the automated system be removed when calling the District Office.**

**Director Cerrillo reminded the board of directors that the Valentine's Dance will be on February 8, 2020. He also complimented the lights around the pool area. It gives more visibility to the park.**

**13. Legal Counsel Report:**

**Reserved for closed session.**

**14. Communications:**

- a. Written Communications: **None for this meeting**
- b. Public Comment: **None for this meeting.**

**15. Closed Session: 6:48PM**

- a. Pending Litigation (Government Code Section 54596.9): Malaga County Water District v. CVRWQCB; Case No. F078776  
**Discussion was held. No reportable action.**

**16. Adjournment:**

**Motion by Vice President Cerrillo, Second by Director Tovar, Jr. and by a 5-0 vote to adjourn the meeting at 6:58p.m.**

**Certification of Posting**

I, Norma Melendez, District Clerk of the Malaga County Water District, do hereby certify that the foregoing minutes of the Regular Meeting of the Board of Directors of January 28, 2020 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, on 02/12/2020.

**Norma Melendez**

Norma Melendez, District Clerk