



## **REGULAR BOARD MEETING MINUTES**

**BOARD OF DIRECTORS MEETING  
MALAGA COUNTY WATER DISTRICT  
3580 SOUTH FRANK STREET  
FRESNO, CALIFORNIA 93725  
Tuesday, April 14, 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.

**Special Notice: Pursuant to the Executive Order of the Governor of California this meeting will be accessible via teleconference. All members of the public are encouraged to participate in this meeting by calling 1-952-222-1750, Conference ID: 633-1248. All staff and board members are also encouraged to attend via teleconference. Those who do attend the meeting in person will be asked to follow the safety guidelines set forth by the California Department of Health and the Fresno County Department of Public Health as directed by District Employees. Notice is further given that this meeting be conducted entirely via teleconference. In the event that the meeting is conducted entirely via teleconference, then notice will be posted at the District office and on the District web page.**

**1. Call to Order: 6:00**

- 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: Jennifer Ahl, Laurie Cortez, Neil Costanzo, Maria Lopez 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. **Resolution 4-14-2020.** Consideration and Necessary action on Resolution 4-14-2020 extending stay at home orders until May 4, 2020 and ratifying emergency actions/orders of the General Manager and issuing/authorizing additional orders.

Recommended Action: Approve Resolution 4-14-2020 as is or as amended by the Board.

**Motion by Vice President Cerrillo; Second by Director Tovar and by a 5-0 vote to approve resolution 4-14-2020 as presented.**

- 5. New Business: none for this meeting.**

6. **Staff Reports.** Minutes of the daily staff phone meetings during social-distancing period where daily operations and/or department schedules are discussed. For information.  
**Board members would like to see water usage of residential accounts to see how many homes may have a leak. Suggestion to give residents a courtesy notice to let them know if they have a leak in their property so it can be fixed. Laurie response was that this courtesy notice is already in effect.**
7. **Recreation Reports:** Included under “Staff Reports”.  
**Vice President Cerrillo would like to know the status of the Red Caboose and should have a scheduled renter for this summer. Director Tovar, Jr. wanted to receive some feedback on the park bathroom construction. President Garabedian, Jr. replied that he will talk about the bathrooms during President’s Report.**
8. **Engineer Reports:**
  - a. District Engineer Report. None for this meeting.
  - b. CDBG Engineer Report: None for this meeting.
9. **General Manager’s Report:**
  - a. Discuss vendors for Fiesta Day and band contract: Grupo Sabor, DJ  
**GM, Jennifer Ahl, reported that during this time contact is being made with Fiesta Day vendors and asked for guidance on how to go about it during COVID19/ Shelter-In-Place. President Garabedian, Jr. suggested to continue as business as usual and if cancellations have to be made on our part, refunds can be given. Director Castaneda suggested to have an online, PDF version, of the contract to be downloaded by any potential vendors.**
  - b. District spending.  
**Suggests postponing any non-essential spending and be reserved only for emergency situations in the District.**
  - c. Water shut-off policy for businesses.  
**Potential shut off of truck washes that have not complied with MCWD compliance orders. President Garabedian, Jr. would like a moratorium on truck washes. Legal Counsel will prepare a moratorium for the next board meeting.**
10. **President’s Report:**

**District Office: Al Saiz completed the roof repairs. Moises signed off and inspected roof. Al wants to pick up check whenever possible**

**Park Gazebo: Al Saiz will be giving quote on gazebo roof repairs.**

**Restroom inspection: President Garabedian, Jr. met with the General Manager, Moises Ortiz and the Vice President for the inspection of the existing facilities. Legal Counsel has prepared a letter and will get together by phone with the General Manager to finalize details of the letter.**
11. **Vice President’s Report:**  
**Vice President Cerrillo would like to give thanks to Operations Manager, Moises Ortiz, for cleaning the empty lots. Muscat/Chestnut lot needs to be cleaned and is being used by the people living next to the lot. Letter will be sent to the homeowner to let them know they are not allowed to park on the property.**

**12. Director's Reports:**

**Director Cerrillo, Jr. and Director Tovar, Jr. would like to give thanks to every district personnel for keeping the district going.**

**13. Legal Counsel Report:**

**Legal Counsel, Neil Costanzo, reported that it sure is fund driving on open streets.**

**14. Communications:**

a. Written Communications:

b. Public Comment:

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 comments presented; however, in compliance with the Brown Act, the Board cannot take action on items that are not on the agenda. The public should address the Board on agenda items at the time they are addressed by the Board. All speakers are requested to wait until recognized by the Board President. All Comments will be limited to three **(3)** minutes or less per individual/group per item per meeting, with a fifteen **(15)** minutes maximum.

**15. 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 March 24, 2020.

b. Financial Statements and Accounts Payable Reports.

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

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

**16. Closed Session: none for this meeting.**

**17. Adjournment:**

**Motion by Vice President Cerrillo, Second by Director Cerrillo, Jr. and by a 5-0 vote to adjourn the meeting at 6:32pm.**

**Certification of Posting**

I, Norma Melendez, District Clerk of the Malaga County Water District, do hereby certify that the foregoing minutes for the Regular Meeting of the Board of Directors of April 14, 2020 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, on 04/29/2020.

**Norma Melendez**

Norma Melendez, District Clerk