



REGULAR BOARD MEETING AGENDA
BOARD OF DIRECTORS MEETING
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
Tuesday, May 12, 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:

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 advance of the meeting.

4. Old Business:

- a. **Resolution 5-12-2020.** Consideration and Necessary action on Resolution 5-12-2020 extending stay at home orders until June 1, 2020 and ratifying emergency actions/orders of the General Manager and issuing/authorizing additional orders.

Recommended Action: Approve Resolution 5-12-2020 as is or as amended by the Board.

Motion by: _____; **Second by:** _____

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.
7. **Recreation Reports:** Included under “Staff Reports”.
8. **Engineer Reports:**
 - a. District Engineer Report.
 - b. CDBG Engineer Report:
9. **General Manager’s Report:**
 - a. Restroom project
 - b. Preparing an RFP
10. **President’s Report:**
11. **Vice President’s Report:**
12. **Director’s Reports:**
13. **Legal Counsel Report:**
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 April 28, 2020.
- b. Financial Statements and Accounts Payable Reports.

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

Motion by: _____; **Second by:** _____

16. Closed Session:

17. Adjournment:

Motion by: _____, **Second by:** _____

Certification of Posting

I, Maria Lopez, acting 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 May 12, 2020 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, and on the District website at or before 5:00P.M. On 05/08/2020.

Maria Lopez
Acting District Clerk

RESOLUTION NO. 5-12-2020

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MALAGA COUNTY WATER DISTRICT RATIFYING EMERGENCY ACTIONS/ORDERS
OF THE GENERAL MANAGER AND ISSUING/AUTHORIZING ADDITIONAL
ORDERS**

WHEREAS, the Malaga County Water District provides essential water, sewer, solid waste collection and disposal and food distribution services to the community; and

WHEREAS, the Covid-19 virus has resulted in the issuance of local, state, and federal emergency orders and safety/preventative guidelines; and

WHEREAS, the District has responded to the challenge by issuing orders to ensure the continuation of essential services and protect the health and safety of the community and District employees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MALAGA COUNTY WATER DISTRICT AS FOLLOWS:

1. That the foregoing recitals are true and correct and are incorporated by this reference as fully set forth at this point.

2. That the Board of Directors hereby ratifies the orders/guidelines issued by the General Manager in response to the changing and challenging circumstances and issues the orders:

a. The District Office will be closed to the public until June 1, 2020.

b. Customers who need assistance can call the District and arrange for an appointment which if necessary, will be conducted following social distancing guidelines.

c. The Community Center and Park will be closed to the public until June 1, 2020.

d. Food Distribution and Food Commodities will continue via drive up or walk up service as follows:

1. Food Commodities will continue the third Wednesday of the month from 12:00pm to 1:30p.m. inside the Malaga Park. No parking allowed inside the park.

e. Employees in the water and sewer departments will perform any and all necessary duties to ensure that the District continues to provide safe drinking water to the public and continues to process wastewater in a safe and environmentally responsible manner while avoiding any unnecessary contact with the public and other employees by exercising appropriate social distancing and safety equipment.

f. Solid waste collection services will continue normally.

g. Any employees who can work from home shall work from home.

h. The District shall stagger on site work schedules whenever possible to reduce contact and maintain social distancing.

i. The District will, whenever possible, alter work schedules so that employees can care for family or others and shall allow the use of PTO when requested by employees whenever possible. Employees are encouraged to apply for Family Leave if necessary.

j. Any employees who are sent home from work who cannot work from home, including high risk employees, will continue to be compensated until further notice as follows:

1. Full time employees will continue to be paid at their regular rate on their regular paydays.
2. Part time employees shall be compensated based on the average hours worked over the prior eight weeks on regular paydays.

3. The Board of Directors hereby authorizes the General Manager, modify or extend existing orders or issue new orders as conditions change as necessary to protect the health and safety of the public and employees and ensure the continued delivery of essential services. Any such orders shall be ratified by the Board as soon as practicable.

* * * * *

Passed and adopted by the Board of Directors of the Malaga County Water District at their meeting held on this 12th day of May 2020, by the following vote:

AYES:

NOES:

ABSENT:

Charles Garabedian, President of the
Malaga County Water District

ATTEST:

Jennifer Ahl, Secretary to the Board
of Directors of the Malaga County Water District



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

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18. Call to Order: 6:01pm

19. 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, Neal Constanzo.

20. Certification: Certification was made that the Board Meeting Agenda was posted 72hrs in advance of the meeting.

21. Old Business:

- a. **Resolution 4-28-2020.** Consideration and Necessary action on Resolution 4-28-2020 extending stay at home orders until May 15, 2020 and ratifying

emergency actions/orders of the General Manager and issuing/authorizing additional orders.

Recommended Action: Approve Resolution 4-28-2020 as is or as amended by the Board.

Motion by: Director Cerillo, Jr; Second by: Vice President Cerrillo.

22. New Business: none for this meeting.

23. Staff Reports. Minutes of the daily staff phone meetings during social-distancing period where daily operations and/or department schedules are discussed. For information. **Everything running normal**

24. Recreation Reports: Included under “Staff Reports”. **Under GM report.**

25. Engineer Reports:

- c. District Engineer Report. **None for this meeting.**
- d. CDBG Engineer Report: **None for this meeting.**

26. General Manager’s Report:

- a. Discussion on Impacts of Covid-19 on revenues.
- b. Discuss delaying all new discretionary projects until the Covid-19 orders expire and staff develops projected revenue impacts of the resulting stay at home orders and/or reevaluates the current budget or prepares the fiscal year 2021 budget.
- c. A complaint from a Malaga resident was received during this week, resident confronted a couple because they were taking out recyclables from her bin. Resident wants MCWD to get involved and try to help with this issue.

No board member questions regarding gm report.

27. President’s Report: None for this meeting.

28. Vice President’s Report: Wants to make sure property on Chestnut/Muscat looks clean and property next to District Office. Also have recreation employees try their best to keep good maintenance of the park.

29. Director’s Reports: None for this meeting

30. Legal Counsel Report: None for this meeting.

31. Communications:

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

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- a. Minutes of the Regular Board Meeting of April 14, 2020.
- b. Financial Statements and Accounts Payable Reports.

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

Motion by: _____; **Second by:** _____

33. Closed Session: none for this meeting.

34. Adjournment:

Motion by: Vice President Cerrillo, Second by: Director Cerrillo, Jr, and by a 5-0 vote to adjourn the meeting at 6:52p.m.

Certification of Posting

I, Maria Lopez, acting 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 April 28, 2020 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, and on the District website at or before 5:00P.M. On 04/24/2020.

Maria Lopez
Acting District Clerk

Date: 05/08/20

To: Board of Directors

From: Laurie Cortez, Office Manger

Subject: Covid-19 Financial Comparison

MEMO

This is a comparison of the effects Covid-19 has on the District. I compared the Cash Receipts from March and April 2019 to March and April 2020. The difference for March is \$ 37,659.55 and the difference for April is \$161,707.35. With the total short fall of \$199,366.90.

Cash Receipts

March-20	302,364.51	March-19	340,024.06	37,659.55
April-20	297,821.89	April-19	459,529.24	161,707.35
	600,186.40		799,553.30	199,366.90