

# City of Tulare

## Board of Public Utilities Commissioners

*Agri-Center of the World*

### Agenda

**President**  
Ray Fonseca

**Vice President**  
Thomas Griesbach

**Commissioners**  
Renee Soto  
Tony Sozinho  
Blake Wilbur

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**Tulare Public Library & Council Chamber**  
491 North M Street, Tulare  
[www.tulare.ca.gov](http://www.tulare.ca.gov)

**Thursday, August 17, 2023**  
**4:00 p.m. – Regular Meeting**

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#### Mission Statement

To promote a quality of life making Tulare the most desirable community in which to live, learn, play, work, worship and prosper.

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#### Attending Meetings

Regular meetings of the Board of Public Utilities Commissioners (BPU) are held on the first and third Thursdays of each month in the Council Chamber located in the Tulare Public Library at 491 North M Street, Tulare, subject to cancellation. Additional meetings of the BPU may be called as needed.

Documents related to items on the agenda are accessible on the City's website at [www.tulare.ca.gov](http://www.tulare.ca.gov) and available for viewing at the entrance of the Council Chamber.



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#### Rules for Addressing the Commissioners

- Members of the public may address the BPU on matters within their jurisdiction.
- If you wish to address the BPU, please complete one of the pink speaker cards located at the entrance to the Council Chamber and provide to the Clerk.
- Persons wishing to address the BPU concerning an **agendized** item will be invited to address the BPU during the time that the BPU is considering that agenda item. Persons wishing to address the BPU concerning a **non-agendized** issue will be invited to address the BPU during the Citizen Comments portion of the meeting.
- When invited by the President to speak, please step up to the podium, state your name and city where you reside, and make your comments. Comments are limited to three minutes per speaker.

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#### Americans with Disabilities Act

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation to participate in a meeting, including auxiliary aids or services, may request such modification from the City Clerk's Office at (559) 684-4200. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

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#### 1. CALL TO ORDER

#### 2. PLEDGE OF ALLEGIANCE AND INVOCATION

- #### 3. PUBLIC COMMENTS
- This is the time for the public to comment on items on the Consent Calendar or within the jurisdiction of the Board. Comments related to General Business items will be heard at the time the item is discussed. The Board cannot legally discuss or take official action on citizen request items that are introduced tonight. Each speaker will be allowed three minutes, with a maximum time of 10 minutes per item, unless otherwise extended by the Board.

- 4. **COMMUNICATIONS** - No action will be taken on matters listed under Communications; however, the Board may direct staff to schedule issues raised during Communications for a future agenda.
- 5. **CONSENT CALENDAR** - All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.
  - 5.1 **Special and/or Regular Meeting Minutes of July 20, 2023.**  
**Recommended Action:** Approve as submitted. [M. Peton]
  - 5.2 **Monthly Investments Report**  
**Recommended Action:** Accept the monthly investment report for July 2023. [D. Ibanez]
  - 5.3 **July 2023 Performance Reports**  
**Recommended Action:** Receive the Public Works Performance reports for July 2023. [A. Bettencourt]
  - 5.4 **System Loss Quarterly Report**  
**Recommended Action:** Receive the quarterly Potable Water Pumping and Metered Delivery Report. [A. Bettencourt]
- 6. **GENERAL BUSINESS** - Comments related to General Business items are limited to three minutes per speaker, for a maximum of 30 minutes per item, unless otherwise extended by the Board.
  - 6.1 **Award of Bid - Wastewater Treatment Plant (WWTP) Bulk Volume Fermenter Rehabilitation Project**  
**Recommended Action:** Authorize the City Manager to sign a contract with Synagro-WWT, Inc. of Baltimore, MD in an amount not to exceed \$4,119,430.00 for the rehabilitation of the Bulk Volume Fermenter (BVF) at the WWTP; authorize the City Manager or designee to approve contract change orders in the amount not to exceed 10% (\$411,943) of the contract amount and approve the revised budget. [T. Whitfield]

7. **ITEMS OF INTEREST**

8. **ADJOURNMENT**

The next regularly scheduled meeting of the Board of Public Utilities Commissioners is Thursday, September 7, 2023, at 4:00 p.m. in the Council Chamber, 491 North M Street, Tulare.

**AFFIDAVIT OF POSTING AGENDA**

I hereby certify, in conformance with Government Code Sections 54954.2 and 54956, this agenda was posted in the kiosk at the front of City Hall, 411 E. Kern Avenue, as well as on the City of Tulare’s website (www.tulare.ca.gov).

DATE & TIME POSTED: Friday, August 11, 2023 at 12:40 p.m.



Maegan Peton, Deputy City Clerk

**CITY OF TULARE  
BOARD OF PUBLIC UTILITIES COMMISSIONERS  
MEETING MINUTES**

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**Council Chamber**  
491 North M Street, Tulare

**Thursday, July 20, 2023**  
4:00 p.m. - Regular Meeting

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**COMMISSIONERS PRESENT:** President Ray Fonseca  
Vice President Thomas Griesbach  
Commissioner Renee Soto  
Commissioner Blake Wilbur

**COMMISSIONERS ABSENT:** Commissioner Tony Sozinho

**STAFF PRESENT:** City Manager Marc Mondell; Assistant City Attorney Megan Dodd; Deputy City Clerk Maegan Peton; Public Works Director Trisha Whitfield; City Engineer Michael Miller; Senior Management Analyst Andrew Bettencourt; Project Manager Michael Powers

**1. CALL TO ORDER**

President Fonseca called the regular meeting of the Board of Public Utilities Commissioners to order at 4:00 p.m. in the Council Chamber located at 491 North M Street.

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

Commissioner Wilbur led the Pledge of Allegiance and an invocation was given by Vice President Griesbach.

**3. PUBLIC COMMENTS**

There were no public comments.

**4. COMMUNICATIONS**

There were no communications.

**5. CONSENT CALENDAR**

Item 5.3 was removed from the Consent Calendar by Commissioner Wilbur.

It was moved by Vice President Griesbach, seconded by Commissioner Soto, and carried 4 to 0 that (Commissioner Sozinho absent) that the items on the Consent Calendar be approved as presented except for item 5.3.

**5.1 Special and/or Regular Meeting Minutes of June 15, 2023.**

**Recommended Action:** Approve as submitted. [M. Peton]

**5.2 June 2023 Investments Report.**

**Recommended Action:** Accept the monthly investments report for June 2023. [D. Ibanez]

**5.4 Award Contract for Labor Compliance Services for Well 4-3.**

**Recommended Action:** Award and authorize the City Manager to sign a contract related to City Project WT0040 – water line construction and equipping of Well 4-3 (Bardsley and J Street) for Labor Compliance Services with QK, Inc. Visalia in the amount of \$44,620.00; authorize the City Manager or designee to approve contract change orders in the amount not to exceed 10% of the contract amount and approve the revised budget. [M. Powers]

**PULLED CONSENT CALENDAR ITEMS****5.3 Public Works Performance Reports for 2023.**

**Recommended Action:** Receive the Public Works performance reports for June 2023. [A. Bettencourt]

**Board Action:** This item was pulled by Commissioner Wilbur for clarification. It was moved by Commissioner Wilbur, seconded by President Fonseca, and carried 4 to 0 (Commissioner Sozinho absent) to approve the item as presented.

**6. GENERAL BUSINESS****6.1 Purchase of Automated Refuse Cans.**

**Recommended Action:** Award the purchase of 1,590 automated refuse cans to Cascade Cart Solutions, using Sourcewell Contract No. 041521CEI in the amount of \$110,817.28, which includes tax and shipping. [A. Avila].

**Presented By:** Senior Management Analyst Andrew Bettencourt

**Public Comment:** None

**Board Action:** It was moved by Vice President Griesbach, seconded by Commissioner Wilbur, and carried 4 to 0 (Commissioner Sozinho) to approve the item as presented.

**7. ITEMS OF INTEREST**

Items of interest were discussed amongst the Board and staff.

**8. ADJOURNMENT**

President Fonseca adjourned the regular meeting at 4:22 p.m.

Approved by the Board on August 3, 2023.

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RAY FONSECA, PRESIDENT

ATTEST:

MARC MONDELL, CITY CLERK

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By Maegan Peton, Deputy City Clerk



# Staff Report

**Meeting:** Board of Public Utilities Commissioners

**Date:** August 17, 2023

**Item #:**  
**Consent 5.2**

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**Department:** Finance

**Submitted by:** J. Diego Ibanez, Chief Financial Officer

**Agenda Title:** Monthly Investments Report

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## RECOMMENDED ACTION

Accept the monthly investment report for July 2023.

## SUMMARY

The investment report for July 2023 is submitted for Board review and acceptance.

## FISCAL IMPACT & FUNDING SOURCE(S)

There is no fiscal impact associated with this action.

## LEGAL REVIEW

This item did not require legal review.

## ALTERNATIVE ACTION

1. Approve with changes
2. Deny
3. Table

## ATTACHMENTS

1. July 2023 Investments Report

**Reviewed/Approved:** \_\_\_\_\_

**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT**  
**SUMMARY OF ALL INVESTMENTS**  
**July 31, 2023**

<u>TYPE OF INVESTMENT</u>	<u>BOOK VALUE</u>	<u>MARKET VALUE</u>	<u>CURRENT YIELD</u>	<u>BOOK VALUE % OF TOTAL</u>
UNRESTRICTED INVESTMENTS - SEE PAGE 2	224,636,715	209,123,958	0.688%	94.48%
RESTRICTED INVESTMENTS - SEE PAGE 3	<u>13,135,906</u>	<u>13,135,906</u>	N/A	<u>5.52%</u>
<b>TOTAL INVESTMENTS</b>	<u><u>237,772,621</u></u>	<u><u>222,259,864</u></u>	N/A	<u><u>100.00%</u></u>

Note: The City's financial statements will report market values, not book values, at June 30 each year.

I certify that this report reflects all City investments and complies with the investment policy of the City of Tulare as approved by City Council. Furthermore, I certify that sufficient investment liquidity and anticipated revenues are available to meet the City's budgeted expenditures for the next six months.

Presented to the City Council on August 15, 2023.

Presented to the Board of Public Utility Commissioners on August 17, 2023.

Respectfully submitted, J. Diego Ibanez, Chief Financial Officer

  
 \_\_\_\_\_  
 Date 8/8/23

**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT, CONTINUED**  
**SUMMARY OF UNRESTRICTED INVESTMENTS**  
**July 31, 2023**

TYPE OF INVESTMENT	ISSUER OF INVESTMENT	DATES:	INTEREST RATES:	PAR VALUE	BOOK VALUE	UNREALIZED GAIN/(LOSS):	ESTIMATED EARNINGS:	BOOK VALUE
		ACQUISITION MATURITY	STATED CURRENT YIELD		MARKET VALUE	THIS MONTH LAST MONTH	ANNUAL THIS MONTH	% OF U/I~
Petty Cash	N/A	N/A	N/A	N/A	12,900	N/A	N/A	0.01%
		N/A	None		12,900	N/A	N/A	
Checking Account - City	Wells Fargo Bank	N/A	N/A	N/A	30,870,657	N/A	N/A	13.74%
		On Demand	None		30,870,657	N/A	N/A	
Balance per bank is \$								
Local Agency Investment Fund (LAIF)	State of California	Various	N/A	N/A	35,885,101	(403,580)	130,981	15.97%
		On Demand	0.365%		* 35,481,521	(61,973)	10,915	
<b>Sub-Total</b>			N/A	N/A	66,768,659	(403,580)	130,981	29.72%
			0.197%		66,365,078	(61,973)	10,915	
Fixed Income Investments Investments in Safekeeping With BNY Western Trust Company	Various (See page 4-7)		N/A	N/A	Per BNY WTC 157,868,056	(15,109,177)	1,308,760	70.28%
			0.880%		142,758,879	(15,413,421)	109,063	
<b>TOTAL UNRESTRICTED INVESTMENTS</b>			N/A	N/A	224,636,715	(15,512,757)	1,439,741	100.00%
			0.688%		209,123,958	(15,475,394)	119,978	

\* LAIF market values are based on the most currently available amortized cost information - March 31, 2022:

0.988753538

~ U/I = Unrestricted Investments

**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT, CONTINUED**  
**SUMMARY OF RESTRICTED INVESTMENTS**  
**July 31, 2023**

TYPE OF INVESTMENT	ISSUER OF INVESTMENT	ACQUISITION DATE	MATURITY DATE	STATED INTEREST RATE	PAR VALUE	BOOK VALUE	MARKET VALUE	BALANCES AS-OF DATE
<b>Bond Funds (All are Managed by U.S. Bank Trust Except LAIF):</b>								
2018 Lease Revenue and Refunding Bonds (Account No. 244938000)								
First American Govt Fd	U.S. Bank Trust	Various	On Demand	Various Reserve Fund	N/A	3,405,811	3,405,811	10-30-22
						<u>3,405,811</u>	<u>3,405,811</u>	
2015 Sewer Revenue Refunding Bonds (Account No. 2615940000)								
First American Govt Fd	U.S. Bank Trust	Various	On Demand	Various	N/A	17	17	10-31-22
First American Govt Fd	U.S. Bank Trust			Various Reserve Fund	N/A	49,321	49,321	08-31-22
Investment Repurchase GIC	Bayerische Landesbank	11-15-15	11-15-25	1.960% Reserve Fund	N/A	5,032,685	5,032,685	10-
						<u>5,082,023</u>	<u>5,082,023</u>	10-31-22
2016 Sewer Revenue Refunding Bonds (Account No. 231687000)								
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	1,107,100	1,107,100	10-31-22
						<u>1,107,100</u>	<u>1,107,100</u>	
2020 Sewer Revenue Refunding Bonds (Account No. 230396000)								
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	16,302	16,302	10-31-22
						<u>16,302</u>	<u>16,302</u>	
2017 Water Revenue Bonds (Account No. 219189000)								
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	1,107,100	1,107,100	10-31-22
						<u>1,107,100</u>	<u>1,107,100</u>	
2020 Water Revenue Bonds (Account No. 250953000)								
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	648,388	648,388	10-31-22
						<u>648,388</u>	<u>648,388</u>	
2017 Successor Agency Tax Allocation Bonds - Series A & B (Account No. 24534600)								
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	1,769,182	1,769,182	10-31-22
						<u>1,769,182</u>	<u>1,769,182</u>	
<b>TOTAL RESTRICTED INVESTMENTS</b>						<u>13,135,906</u>	<u>13,135,906</u>	
	<i>Book Value % of Total Investments =</i>				5.52%			



**CITY OF TULARE  
SUMMARY TREASURER'S REPORT, CONTINUED  
FIXED INCOME INVESTMENTS  
July 31, 2023**

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		BOOK VALUE MARKET VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD		GAIN/(LOSS): THIS MONTH	EARNINGS: ANNUAL THIS MONTH
<b>U.S. GOVERNMENT AGENCY OBLIGATIONS</b>								
			**			Per BNY WTC		
Federal Farm Credit Bks Funding Corp		06-17-20		0.580%	2,000,000	2,000,000	(87,620)	11,600
	3133ELJ47	06-17-24	C	0.600%		1,912,380	(92,960)	967
Federal National Mortgage Assn		08-25-20		0.520%	2,000,000	2,000,000	(147,700)	10,400
	3136G4T52	02-25-25	C	0.550%		1,852,300	(149,540)	867
Federal National Mortgage Assn		08-27-20		0.600%	2,000,000	2,000,000	(160,660)	12,000
	3136G4U50	05-27-25	C	0.630%		1,839,340	(161,260)	1,000
Federal Home Loan Mtg Corp		06-03-20		0.750%	2,000,000	2,000,000	(155,720)	15,000
	3134GVVX3	05-28-25	C	0.780%		1,844,280	(156,060)	1,250
Federal Home Loan Mtg Corp		06-10-20		0.700%	2,000,000	2,000,000	(161,160)	14,000
	3134GVB56	06-10-25	C	0.740%		1,838,840	(160,180)	1,167
Federal Home Loan Banks		06-24-20		0.750%	868,056	868,056	(67,362)	6,510
	3130AJRE1	06-24-25	C	0.790%		800,694	(73,551)	543
Federal Home Loan Mtg Corp		06-30-20		0.800%	2,000,000	2,000,000	(154,140)	16,000
	3134GVT65	06-30-25	C	0.850%		1,845,860	(159,420)	1,333
Federal National Mortgage Assn		07-15-20		0.730%	2,000,000	2,000,000	(158,280)	14,600
	3136G4YU1	07-15-25	C	0.770%		1,841,720	(163,880)	1,217
Federal National Mortgage Assn		08-26-20		0.500%	2,000,000	2,000,000	(173,600)	10,000
	3136G42E2	08-26-25	C	0.530%		1,826,400	(179,020)	833
Federal Home Loan Mtg Corp		09-30-20		0.500%	2,500,000	2,500,000	(225,825)	12,500
	3134GWUE4	09-30-25	C	0.540%		2,274,175	(232,650)	1,042
Federal Home Loan Mtg Corp		09-30-20		0.520%	2,500,000	2,500,000	(224,825)	13,000
	3134GWUV6	09-30-25	C	0.560%		2,275,175	(231,600)	1,083
Federal Home Loan Mtg Corp		10-02-20		0.550%	3,000,000	3,000,000	(267,570)	16,500
	3134GWX43	10-02-25	C	0.590%		2,732,430	(275,490)	1,375
Federal Home Loan Mtg Corp		10-15-20		0.550%	3,000,000	3,000,000	(271,050)	16,500
	3134GWXX9	10-15-25	C	0.590%		2,728,950	(278,940)	1,375

- CONTINUED ON PAGE 5 -

**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT, CONTINUED**  
**FIXED INCOME INVESTMENTS, CONTINUED**  
**July 31, 2023**

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		BOOK VALUE MARKET VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD		GAIN/(LOSS): THIS MONTH LAST MONTH	EARNINGS: ANNUAL THIS MONTH
<b><u>U.S. GOVERNMENT AGENCY OBLIGATIONS, CONTINUED</u></b>								
			**			Per BNY WTC		
Federal Home Loan Mtg Corp		10-15-20		0.530%	3,000,000	3,000,000	(272,280)	15,900
	3134GWY34	10-15-25	C	0.570%		2,727,720	(280,230)	1,325
Federal National Mortgage Assn		10-20-20		0.580%	3,000,000	3,000,000	(270,570)	17,400
	3135G06A6	10-20-25	C	0.620%		2,729,430	(278,280)	1,450
Federal Farm Credit Bks Funding Corp		10-21-20		0.520%	2,500,000	2,500,000	(228,800)	13,000
	3133EMDZ2	10-21-25	C	0.560%		2,271,200	(235,350)	1,083
Federal Farm Credit Bks Funding Corp		10-22-20		0.530%	2,500,000	2,500,000	(228,525)	13,250
	3133EMEC2	10-22-25	C	0.570%		2,271,475	(235,025)	1,104
Federal Home Loan Mtg Corp		10-27-20		0.625%	3,000,000	3,000,000	(274,290)	18,750
	3134GW3X2	10-27-25	C	0.670%		2,725,710	(277,050)	1,563
Federal Home Loan Mtg Corp		10-28-20		0.600%	2,000,000	2,000,000	(184,080)	12,000
	3134GW3Z7	10-28-25	C	0.640%		1,815,920	(185,940)	1,000
Federal Home Loan Mtg Corp		10-29-20		0.570%	3,000,000	3,000,000	(273,420)	17,100
	3134GWZL3	10-29-25	C	0.610%		2,726,580	(281,130)	1,425
Federal Home Loan Mtg Corp		11-10-20		0.610%	3,000,000	3,000,000	(269,850)	18,300
	3134GW6S0	11-10-25	C	0.650%		2,730,150	(276,960)	1,525
Federal Home Loan Mtg Corp		11-12-20		0.600%	2,000,000	2,000,000	(180,680)	12,000
	3134GXAP9	11-12-25	C	0.640%		1,819,320	(197,160)	1,000
Federal Home Loan Mtg Corp		11-25-20		0.625%	3,000,000	3,000,000	(285,720)	18,750
	3134GXCS1	11-25-25	C	0.660%		2,714,280	(288,210)	1,563
Federal Home Loan Mtg Corp		11-30-20		0.650%	2,000,000	2,000,000	(180,880)	13,000
	3136GXFA7	11-26-25	C	0.700%		1,819,120	(197,340)	1,083
Federal Home Loan Mtg Corp		12-01-20		0.620%	1,500,000	1,500,000	(139,815)	9,300
	3134GXDM3	12-01-25	C	0.670%		1,360,185	(143,265)	775
Federal Farm Credit Bks Funding Corp		12-17-20		0.540%	2,500,000	2,500,000	(240,725)	13,500
	3133EMKT8	12-17-25	C	0.580%		2,259,275	(246,475)	1,125

- CONTINUED ON PAGE 6 -

**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT, CONTINUED**  
**FIXED INCOME INVESTMENTS, CONTINUED**  
**July 31, 2023**

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		BOOK VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD		PAR VALUE	MARKET VALUE
							THIS MONTH	ANNUAL
							LAST MONTH	THIS MONTH
<b><u>U.S. GOVERNMENT AGENCY OBLIGATIONS, CONTINUED</u></b>								
			**			Per BNY WTC		
Federal Home Loan Mtg Corp		12-17-20		0.625%	2,000,000	2,000,000	(188,820)	12,500
	3134GXFV1	12-17-25	C	0.670%		1,811,180	(206,340)	1,042
Federal Home Loan Mtg Corp		12-23-20		0.700%	3,000,000	3,000,000	(279,660)	21,000
	3134GXHD9	12-23-25	C	0.750%		2,720,340	(286,230)	1,750
Federal Home Loan Mtg Corp		01-05-21		0.550%	2,500,000	2,500,000	(245,800)	13,750
	3134GXJX3	01-05-26	C	0.590%		2,254,200	(251,175)	1,146
Federal Home Loan Mtg Corp		01-07-21		0.520%	2,000,000	2,000,000	(198,360)	10,400
	3134GXJZ8	01-07-26	C	0.560%		1,801,640	(215,560)	867
Federal Home Loan Banks		01-22-21		0.625%	2,500,000	2,500,000	(245,150)	15,625
	3130AKQ74	01-22-26	C	0.670%		2,254,850	(249,950)	1,302
Federal Home Loan Mtg Corp		01-22-21		0.550%	2,500,000	2,500,000	(249,450)	13,750
	3134GXKJ2	01-22-26	C	0.590%		2,250,550	(270,750)	1,146
Federal Home Loan Banks		01-28-21		0.600%	2,000,000	2,000,000	(198,220)	12,000
	3130AKPC4	01-28-26	C	0.640%		1,801,780	(202,180)	1,000
Federal National Mortgage Asso.		01-28-21		0.550%	2,000,000	2,000,000	(200,540)	11,000
	3135G06R9	01-28-26	C	0.590%		1,799,460	(204,560)	917
Federal Home Loan Banks		02-17-21		0.625%	3,000,000	3,000,000	(302,280)	18,750
	3130AL3S1	02-17-26	C	0.670%		2,697,720	(327,450)	1,563
Federal Home Loan Banks		02-24-21		0.600%	3,000,000	3,000,000	(305,700)	18,000
	3130AKYU4	02-24-26	C	0.640%		2,694,300	(311,370)	1,500
Federal Home Loan Banks		02-25-21		0.625%	3,000,000	3,000,000	(304,170)	18,750
	3130ALCW2	02-25-26	C	0.670%		2,695,830	(329,460)	1,563
Federal Home Loan Banks		02-26-21		0.650%	3,000,000	3,000,000	(302,820)	19,500
	3130AKZ25	02-26-26	C	0.700%		2,697,180	(308,160)	1,625
Federal Home Loan Banks		03-10-21		0.800%	3,000,000	3,000,000	(295,500)	24,000
	3130ALFS8	03-10-26	C	0.860%		2,704,500	(326,640)	2,000

- CONTINUED ON PAGE 7 -

**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT, CONTINUED**  
**FIXED INCOME INVESTMENTS, CONTINUED**  
**July 31, 2023**

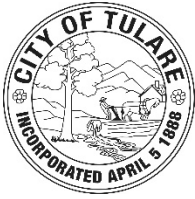
TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		BOOK VALUE MARKET VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD		GAIN/(LOSS):	EARNINGS:
							THIS MONTH	ANNUAL
					PAR VALUE		LAST MONTH	THIS MONTH
<b><u>U.S. GOVERNMENT AGENCY OBLIGATIONS, CONTINUED</u></b>								
			**			Per BNY WTC		
Federal Home Loan Banks		03-30-21		1.030%	2,500,000	2,500,000	(235,875)	25,750
	3130ALKQ6	03-30-26	C	1.090%		2,264,125	(239,125)	2,146
Federal Home Loan Banks		04-22-21		1.100%	2,500,000	2,500,000	(239,275)	27,500
	3130ALXV1	04-22-26	C	1.160%		2,260,725	(241,900)	2,292
Federal Home Loan Banks		06-30-21		1.000%	3,000,000	3,000,000	(307,950)	30,000
	3130AMWU2	06-30-26	C	1.060%		2,692,050	(309,960)	2,500
Federal Home Loan Banks		07-13-21		1.020%	3,000,000	3,000,000	(306,810)	30,600
	3130AN2L3	07-13-26	C	1.080%		2,693,190	(308,880)	2,550
Federal Home Loan Banks		07-29-21		1.125%	3,000,000	3,000,000	(301,620)	33,750
	3130AN4R8	07-29-26	C	1.190%		2,698,380	(303,390)	2,813
Federal Home Loan Banks		08-24-21		1.050%	3,000,000	3,000,000	(312,840)	31,500
	3130ANFT2	08-24-26	C	1.120%		2,687,160	(314,310)	2,625
Federal Home Loan Banks		08-26-21		0.900%	2,500,000	2,500,000	(271,525)	22,500
	3130ANLZ1	08-26-26	C	0.960%		2,228,475	(272,925)	1,875
Federal Home Loan Banks		08-27-21		1.050%	2,500,000	2,500,000	(261,275)	26,250
	3130ANM56	08-27-26	C	1.110%		2,238,725	(262,425)	2,188
Federal Home Loan Banks		09-28-21		1.100%	3,000,000	3,000,000	(314,700)	33,000
	3130ANUX6	09-28-26	C	1.170%		2,685,300	(315,060)	2,750
Federal Home Loan Banks		09-28-21		0.900%	3,000,000	3,000,000	(331,890)	27,000
	3130ANXS4	09-28-26	C	0.960%		2,668,110	(332,640)	2,250
Federal Home Loan Banks		09-30-21		1.000%	3,000,000	3,000,000	(323,670)	30,000
	3130ANXU9	09-30-26	C	1.030%		2,676,330	(324,210)	2,500
Federal Home Loan Banks		09-30-21		0.950%	2,500,000	2,500,000	(273,325)	23,750
	3130ANYR5	09-30-26	C	1.010%		2,226,675	(273,850)	1,979
Federal Home Loan Banks		10-21-21		1.000%	2,500,000	2,500,000	(276,075)	25,000
	3130APCD5	10-21-26	C	1.060%		2,223,925	(275,700)	2,083

- CONTINUED ON PAGE 8 -

**CITY OF TULARE**  
**SUMMARY TREASURER'S REPORT, CONTINUED**  
**FIXED INCOME INVESTMENTS, CONTINUED**  
**July 31, 2023**

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		PAR VALUE	BOOK VALUE MARKET VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD			GAIN/(LOSS):	EARNINGS:
								THIS MONTH	ANNUAL
								LAST MONTH	THIS MONTH
<b><u>U.S. GOVERNMENT AGENCY OBLIGATIONS, CONTINUED</u></b>									
			**				Per BNY WTC		
Federal Home Loan Bks		10-26-21		1.250%	3,000,000	3,000,000		(302,190)	37,500
	3130APJ55	10-26-26	C	1.310%		2,697,810		(301,770)	3,125
Federal Home Loan Bks		10-26-21		1.125%	3,000,000	3,000,000		(313,140)	33,750
	3130APJB2	10-26-26	C	1.190%		2,686,860		(312,960)	2,813
Federal Home Loan Bks		10-28-21		1.250%	3,000,000	3,000,000		(302,580)	37,500
	3130APDQ5	10-28-26	C	1.320%		2,697,420		(302,160)	3,125
Federal Home Loan Bks		10-28-21		1.100%	2,000,000	2,000,000		(210,480)	22,000
	3130APFQ3	10-28-26	C	1.170%		1,789,520		(210,380)	1,833
Federal Home Loan Bks		10-28-21		1.120%	2,000,000	2,000,000		(209,320)	22,400
	3130APFR1	10-28-26	C	1.190%		1,790,680		(209,200)	1,867
Federal Home Loan Bks		10-28-21		1.050%	2,000,000	2,000,000		(213,420)	21,000
	3130APFU4	10-28-26	C	1.120%		1,786,580		(213,380)	1,750
Federal Home Loan Bks		11-16-21		1.375%	2,500,000	2,500,000		(245,900)	34,375
	3130APLP8	11-16-26	C	1.440%		2,254,100		(244,725)	2,865
Federal Home Loan Bks		11-18-21		1.375%	3,000,000	3,000,000		(309,990)	41,250
	3130APNK7	11-18-26	C	1.440%		2,690,010		(293,970)	3,438
Federal Home Loan Bks		11-23-21		1.450%	3,000,000	3,000,000		(289,710)	43,500
	3130APPL3	11-23-26	C	1.510%		2,710,290		(288,270)	3,625
Federal Home Loan Bks		12-17-21		1.600%	2,000,000	2,000,000		(186,880)	32,000
	3130APXT7	12-17-26	C	1.670%		1,813,120		(185,500)	2,667
Federal Home Loan Bks		03-29-22		2.350%	2,000,000	2,000,000		(167,120)	47,000
	3130ARA68	03-29-27	C	2.390%		1,832,880		(149,940)	3,917
<b>TOTAL FIXED INCOME INVESTMENTS</b>				N/A	N/A	157,868,056		(15,109,177)	1,308,760
**All are in safekeeping with BNY Western Trust Company				0.880%		142,758,879		(15,413,421)	109,063

~ U/I = Unrestricted Investments



# Staff Report

**Meeting:** Board of Public Utilities Commissioners

**Date:** August 17, 2023

**Item #:**  
**Consent 5.3**

**Department:** Public Works

**Submitted by:** Management Analyst Andrew Bettencourt

**Agenda Title:** July 2023 Performance Reports

## RECOMMENDED ACTION

Receive the Public Works performance reports for July 2023.

## SUMMARY

Public Works first reported performance dashboards for each of its divisions to the Board of Public Utilities in August 2015 with the intention of inviting additional transparency into the maintenance and operations activities of each of the divisions.

### Solid Waste

Overall tonnage was down in July 2023 compared to July 2022. The total tonnage in July 2023 was 5,019.7 tons, a decrease of 7.9% compared to July 2022 (5,451.4 tons).

There were 2,746.4 tons collected from residential customers in July 2023, compared to 2,759.8 tons in July 2022, marking a slight decrease of 0.5%.

Commercial tonnage was nearly the same as a year ago. In July 2023, there were 1,236.9 tons collected from commercial accounts, marking a slight increase of 2.1% from July 2022 (1,211.8 tons).

Roll-off tonnage was down compared to 2022. There were 1,036.3 tons collected from roll-off operations in July 2023, marking an 18.3% decrease from July 2022 (1,268.9). This decrease was unexpected. We will wait until August numbers are complete to notice if this is a new trend.

Overall, the Solid Waste division's recycling rate for June 2023 was similar compared to July 2022. The diversion rate for July 2023 was 29 percent (16% green waste, 11% recyclables, 2% food waste/compost). The diversion rate for July 2022 was 28 percent (15% green waste, 11% recyclables, 2% food waste/compost).

The City had a total of 3,570.4 tons of trash (to the landfill), resulting in a rate of 3.31 pounds per person per day for the month of July marking a decrease of 5.7% from July 2022 (3.51). The target disposal rate for the City set by the State is 6.0 pounds per person per day.

### Water

Water delivery volumes are delayed by one month due to the availability of billing data. In June 2023, water delivery, or water "sold," totaled 543.1 million gallons, 3.1% lower compared to June 2022 (560.3 million gallons). Potable water production experienced a similar drop compared to last year. There were 529.7 million gallons pumped in June 2023, marking a 3.5% decrease from June 2022 (549.0 million gallons).

There was a difference of -13.4 million gallons between pumped water (529.7 million gallons) versus delivered (543.1 million gallons), which represents a system loss of a negative 2.5%.

The primary reason why there is a discrepancy between pumped water and delivered water is when meters are read. Production well data is on a strict calendar month basis. With a growing number of residential meters going to an AMI read (meter to base station), we are developing two distinct cycles – pumped by the calendar and metered from the 15<sup>th</sup> of the reporting month to the 14<sup>th</sup> of the following month.

In June 2023, the average standing water level depth was 215 feet, representing a 21-foot rise from a year ago. The average standing water level depth lost four feet compared to June 2022 (211 feet).

### **Conservation**

The overall gross gallons per capita was 246 gallons per person per day in June, 7.2% lower than it was in June 2022 (265).

Residential per capita decreased compared to a year ago. The residential per capita in June (154 gallons per person) was 7.2% lower than June 2022 (166 gallons per person). The residential gallons per capita looks specifically at residential water use only.

There were 459 citations handed out in July. There were 69 citations that resulted in a fine (second violations or more). Those fines totaled \$3,675.

### **Sewer Collections**

Preventative Maintenance accounted for 67% of all working man hours in July.

In July, 41,220 feet of sewer lines were cleaned, and 1,910 feet of sewer lines were televised (preventative maintenance operations).

Approximately 18% of staff's time was spent engaged in administrative tasks related to operating the division.

### **Waste Water Treatment Plant**

In July, the domestic plant's daily influent average was 3.82 million gallons. The domestic plant's capacity is 5.5 million gallons, and when the daily influent average is within 80 percent (4.4 million gallons) of capacity, improvements to the plant's capacity should be a priority.

The industrial plant's daily influent average was 7.76 million gallons in July. The industrial plant's capacity is 12 million gallons, and no daily influent average has been close to the 80-percent mark (9.6 million gallons).

The plant's efficiencies against BOD and TSS remained strong in July, and effluent levels were within state compliance.

Efficiency against BOD was 99.3% in July, the highest efficiency rate thus far in 2023. The combined BOD effluent was 15.0 mg/l, which is within the state compliance level (less than 40 mg/l).

Efficiency against TSS was 97.9% in July. The combined TSS effluent was 18.7 mg/l, which is within state compliance (less than 40 mg/l).

Efficiency against Nitrogen was 90.8% in June. The combined Nitrogen effluent was 9.1 mg/l, which is within the state compliance (less than 13 mg/l).

We do not have the final nitrogen numbers for July as tests are still being completed. We will report the Nitrogen effluent average and efficiency ratings for July next month.

Operationally, the WWTP completed 304 preventative maintenance work orders and 7 corrective work orders in July. Overall, 110 of the work orders were completed for the Domestic side of the facility and 201 for the Industrial side, 35% and 65%, respectively.

**FISCAL IMPACT & FUNDING SOURCE(S)**

There is no fiscal impact associated with this action.

**LEGAL REVIEW**

This item did not require legal review.

**ALTERNATIVE ACTION**

1. Approve with changes
2. Deny
3. Table

**ATTACHMENTS**

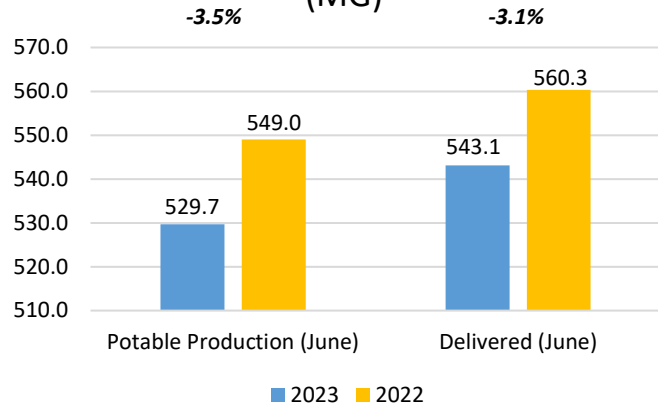
1. BPU Public Works Performance Dashboard Graphic

**Reviewed/Approved: \_\_\_\_\_**

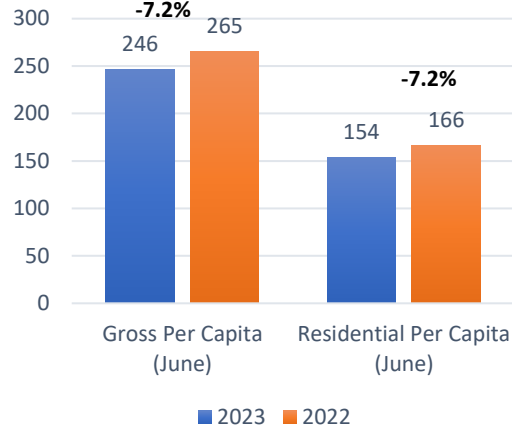


**City of Tulare Water Division  
July 2023 Dashboard**

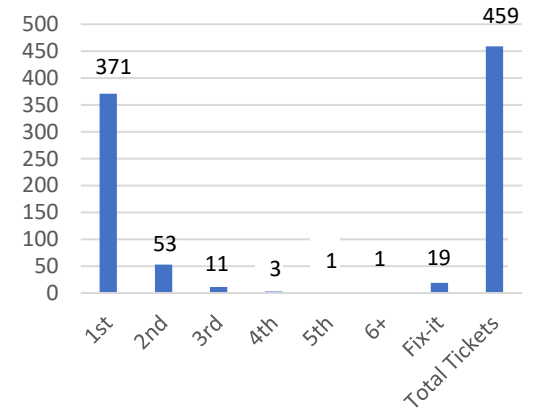
**Production & Delivery Volumes (MG)**



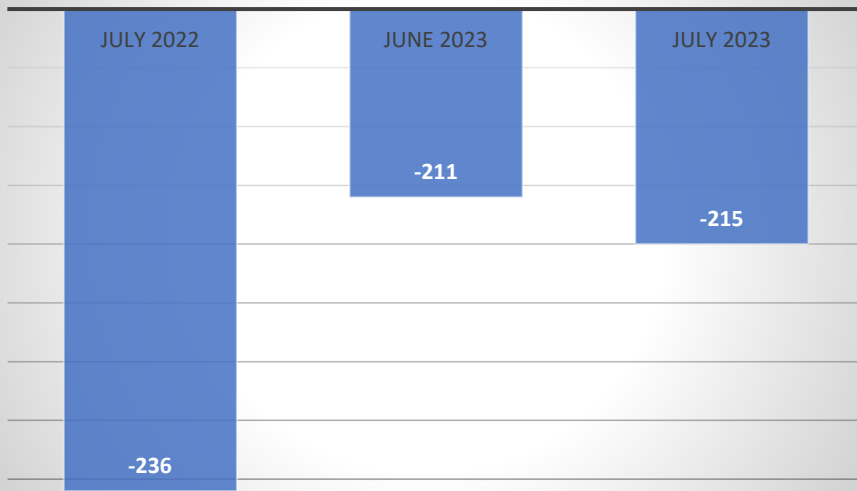
**GPCD & Residential GPCD**



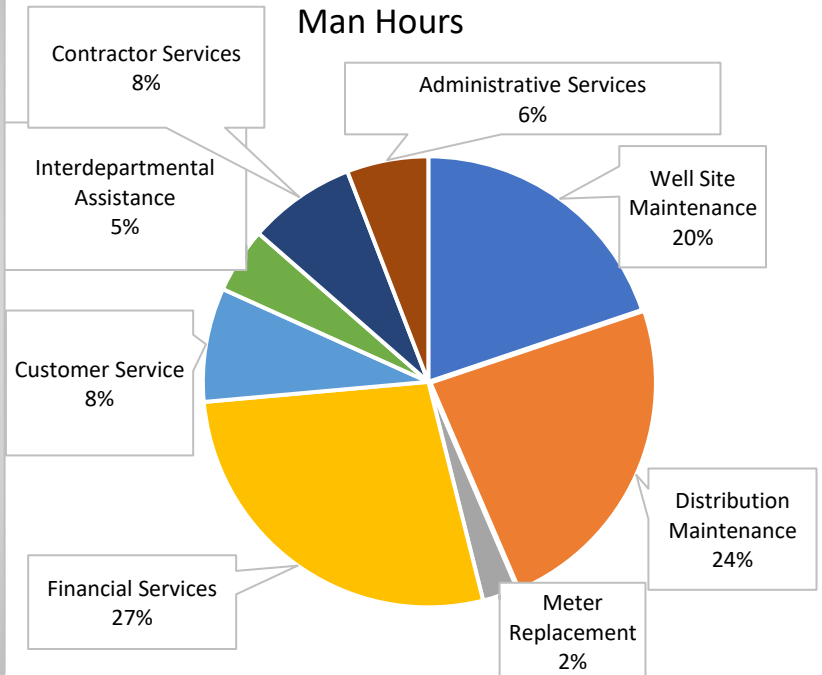
**July Water Waste Tickets**



**Average Standing Water Level Depth (in feet)**

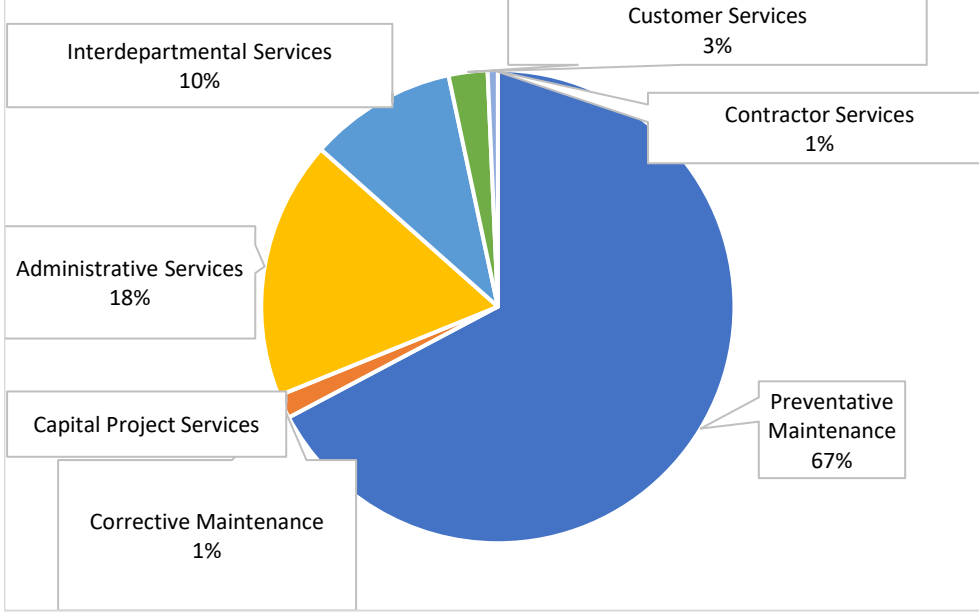


**July 2023 Water Maintenance Man Hours**

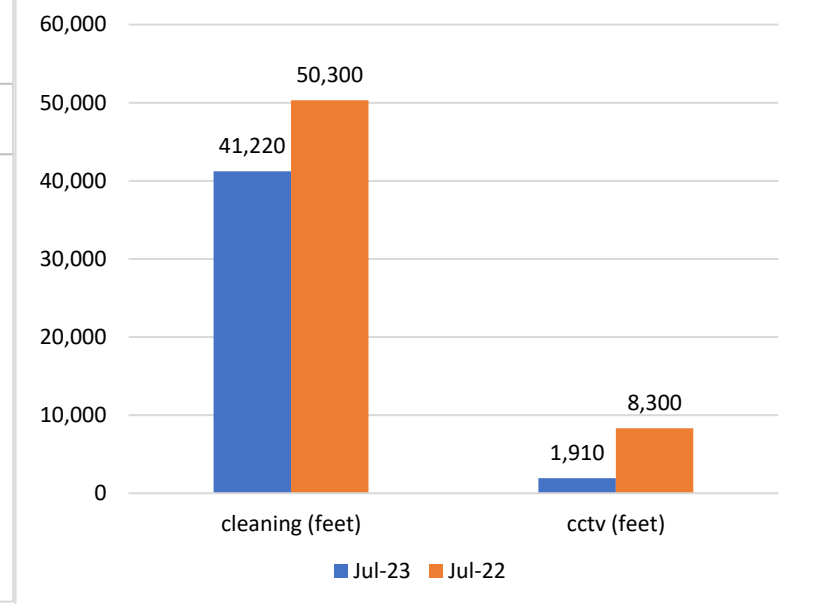


City of Tulare Sewer Collections/Solid Waste – July 2023 Dashboard

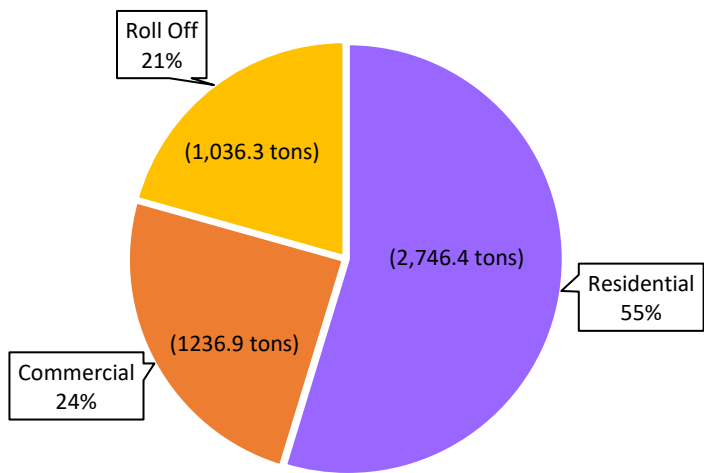
Sewer Collections Man Hour Distribution



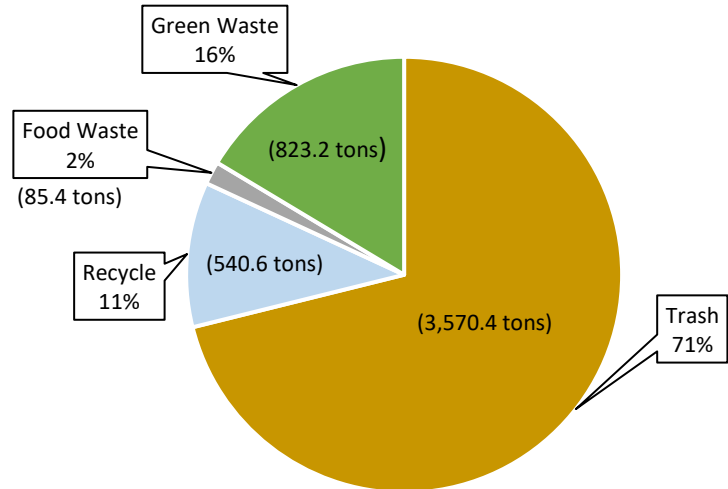
Linear Maintenance Footage



Tonnage by Division

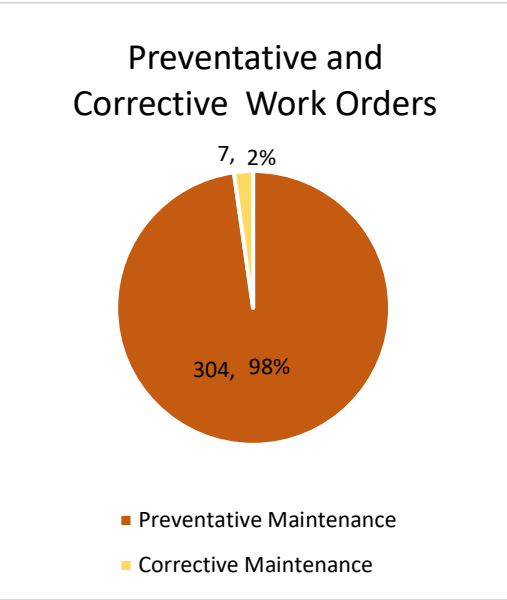
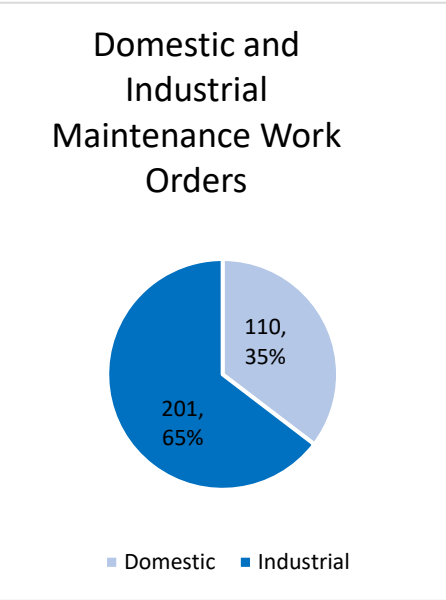


Tonnage by Type

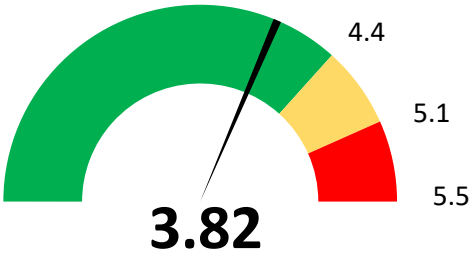


**City of Tulare WWTP Division  
July 2023 Dashboard**

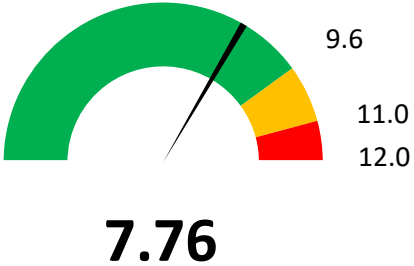
Compliance			
	BOD	TSS	Nitrogen
	<40mg/l	<40mg/l	<13mg/l
Efficiency	99.3%	97.9%	90.8%
Sample Avg (mg/l)	15.0	18.7	9.10



Domestic Influent Daily Average (MG)



Industrial Influent Daily Average (MG)





# Staff Report

**Meeting:** Board of Public Utilities Commissioners

**Date:** August 17, 2023

**Item #:**  
**Consent 5.4**

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**Department:** Public Works

**Submitted by:** Management Analyst Andrew Bettencourt

**Agenda Title:** System Loss Quarterly Report

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## RECOMMENDED ACTION

Receive the quarterly Potable Water Pumping and Metered Delivery Report.

## SUMMARY

System loss is the difference between the volume of water pumped from the city's municipal well system and the volume of water delivered to customers through their retail meters. This difference represents non-revenue water and is a factor indicative of the integrity of the water distribution system. Also included are the quarterly Public Works staff reports on the difference between potable water pumped and metered water deliveries over a rolling twelve month period.

Periodically, some months have retail meter reads for periods longer or shorter than 30 or 31 days. Production well meter data is collected on a strict calendar month basis (1<sup>st</sup> through the 30<sup>th</sup> for example). This, at times, produces irregular measurements, such as metered deliveries that exceed metered production. Some months have produced irregular system losses which are reflected on the chart as a negative percentage. Industry standard for system loss is 10% or less.

Over the last twelve months, the City has averaged 4.98% in system loss, well within industry standards.

## FISCAL IMPACT & FUNDING SOURCE(S)

There is no fiscal impact associated with this action.

## LEGAL REVIEW

This item did not require legal review.

## ALTERNATIVE ACTION

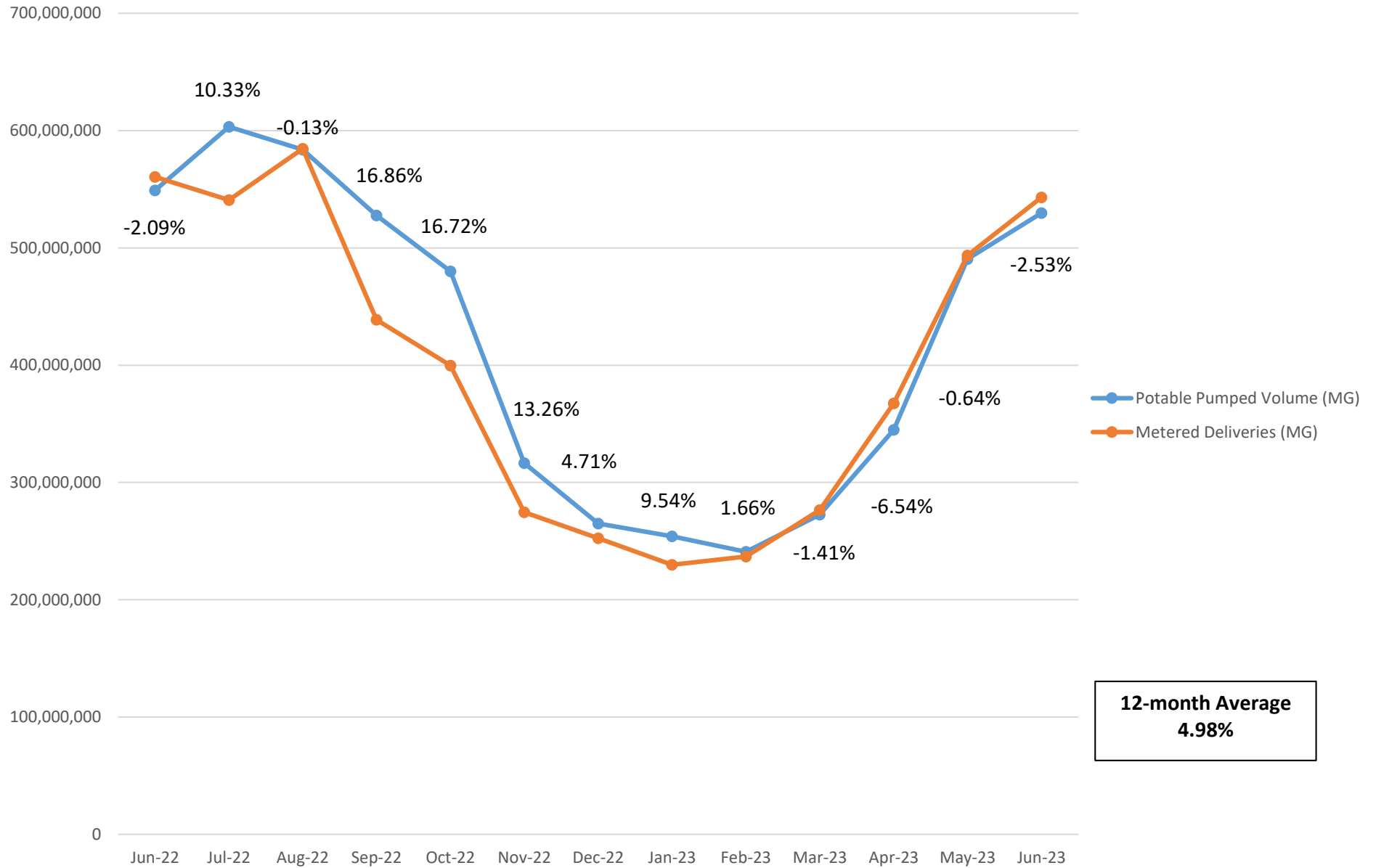
1. Approve with changes
2. Deny
3. Table

## ATTACHMENTS

1. System Loss Quarterly Graphic

**Reviewed/Approved:** \_\_\_\_\_

### Potable Pumped vs Metered Delivery





# Staff Report

**Meeting:** Board of Public Utilities Commissioners

**Date:** August 17, 2023

**Item #:**  
**General Business 6.1**

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**Department:** Public Works - Wastewater

**Submitted by:** Public Works Director Trisha Whitfield

**Agenda Title:** Award of Bid - Wastewater Treatment Plant (WWTP) Bulk Volume Fermenter Rehabilitation Project

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## RECOMMENDED ACTION

Authorize the City Manager to sign a contract with Synagro-WWT, Inc. of Baltimore, MD in an amount not to exceed \$4,119,430.00 for the rehabilitation of the Bulk Volume Fermenter (BVF) at the WWTP; authorize the City Manager or designee to approve contract change orders in the amount not to exceed 10% (\$411,943) of the contract amount and approve the revised budget.

## SUMMARY

The Bulk Volume Fermenter (BVF) is 30-million-gallon anaerobic wastewater digester that is part of the industrial treatment process. The BVF includes a floating biogas collection cover which performs several functions including collection of the biogas for energy recovery and capture of greenhouse gases, thermal production improving treatment performance, and odor control. The cover also includes related inflow and outflow pipes, sample ports, hatches and gas capture structures. The recommended life of the cover is 10 years and the cover was last replaced in 2013.

In 2018 the BVF underwent an extensive investigation to ensure gas production for the Fuel Cell Energy Digester Gas Purchase Agreement (DGPA). At the time, it was estimated that there were around 15-20 million gallons of solids built up in the BVF, limiting flow and gas production. We are at the 10-year life of the cover, and most recently, with the cold weather, have experienced a noticeable decrease in gas production. The proposed project includes removing approximately 10-15 million gallons of built-up solids and replacing the cover. This action is deemed necessary by staff due to the low production of gas and the discussions with the manufacturers of the BVF indicating this type of problem is likely due to the accumulation of sludge. This is further supported by staff knowledge that the BVF has not "wasted" significant amounts of sludge in the past and our general knowledge of wastewater operations.

The sludge removal will utilize long-reach excavators, trucks and existing ponds to dry the sludge for ultimate off-site disposal and is anticipated that it will take 4-5 weeks to remove a majority of the sludge. Once a majority of the solids are removed, the cover replacement will begin. Coordination of this project also includes a planned stack replacement by Fuel Cell Energy in December.

In conformance with the City Purchasing Policy, Request for Bid (RFB) #23-785 was advertised on July 11 and July 18, 2023 and opened on August 8, 2023. One bid was received as follows:

<u>Company</u>	<u>Location</u>	<u>Amount</u>
Synagro -WWT, Inc.	Baltimore, MD	\$4,119,430.00

The project scope consists of furnishing all labor, materials and equipment necessary to remove and dispose of the existing cover from the Bulk Volume Fermenter (BVF), construct access platforms, remove and haul accumulated solids from the BVF to an onsite storage area, and install a new HDPE liner on the BVF.

The apparent low bid was received by Synagro-WWT, Inc. (Synagro) in the amount of \$4,119,430. Synagro possesses a current and active Class "A" General Engineering Contractor's license issued by the State of California, and has submitted a licensed and experienced subcontractor who will perform a portion of the work. Staff reviewed the bid submitted by Synagro and found it to be qualified and responsive. The required bid bond was included with their bid. The Engineer's estimate for this project was \$4,216,000.

### **FISCAL IMPACT & FUNDING SOURCE(S)**

In February 2023, the Board approved a contract with Provost & Pritchard to provide civil engineering services for this project in the amount of \$128,000. This project was approved as part of the 2023-2028 Capital Improvement Program Budget and was programmed for FY 2023/2024 in the amount of \$4,040,000. Due to the low gas production and increasing amount of solids building up in the BVF, staff requested to move the project forward. Funding for this project is coming from the sale of the biogas produced primarily in the BVF. Completing this project sooner than originally planned will increase the gas production and coincides well with the Fuel Cell stack replacement. Staff anticipates an increase in the amount of gas produced by the BVF in conjunction with the new stacks will lead to increased biogas sales and revenue to the City. The revised project sheet is attached.

### **LEGAL REVIEW**

This item did not require legal review.

### **ALTERNATIVE ACTION**

1. Approve with changes
2. Deny
3. Table

Failure to take action to conduct the engineering work will result in the project not being completed, jeopardizing gas production requirements per our "Digester Gas Production Agreement" with Fuel Cell Energy.

### **ATTACHMENTS**

1. Bid Summary Sheet
2. Revised project sheet for Project #WW0069

**Reviewed/Approved:** \_\_\_\_\_



# Bid Opening Summary Sheet

Bid # 23-785  
Title Industrial WWTP BVF Rehabilitation Project  
Date/Time Tuesday, August 8, 2023 at 2:00 p.m.

	Name of Company	City	Amount
1	SYNAGRO - WWT, INC	BALTIMORE	\$4,119,430
2			
3			ADDL \$9075.00
4			ADDL \$13,737.50
5			
6			
7			
8			
9			
10			
11			
12			

Opened and Attested By:

*Maureen [Signature]*  
Chief Deputy City Clerk

Recorded By:

MICHAEL POWERS 8/8/23

Witness:

Brenna Voth 8/8/23

Witness:

\_\_\_\_\_

Note: Bids/RFP's are subject to review and verification.



## 2023-2028 CIP - WASTEWATER

<b>PROJECT # WW0069</b>
BVF Cover Replacement - REVISED 8/17/23
<b>(Capital)</b>
<b>(Equipment Replacement)</b>
<b>District(s): 1,2,3,4,5</b>

**PROJECT MANAGER:** Branlee Vath

**PROJECT DESCRIPTION & PURPOSE:** The underside of the BVF cover has been slowly stressed after years of less than ideal process conditions. Replacing the cover, servicing the underlying structure, and in the process removing unwanted solids build up will allow the BVF to function fully and regain lost hydraulic capacity.

**KEY POINTS:** Funding from the sale of the biogas will be used to pay for this project.  
Approximately 10-15 million gallons of solids will also be removed from the BVF as part of this project.

**PROJECT STATUS:** Funded

**PROJECTED START DATE:** 2/16/2023

**PROJECTED END DATE:** 12/31/2023

**FUTURE M & O:**  
(Additional Cost & Department Responsibility)

**CRITERIA (1-8):** Criteria 2: Project addresses regulatory, safety, or environmental requirements that more likely than not threatens in whole or in part the City's ability to operate a core program or function within the next fiscal year if not replaced or repaired.

	Fiscal Year					Total	Unfunded
	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026		
Costs Description							
020 - Preliminary Design/Feasibility	\$0	\$40,000	\$0	\$0	\$0	\$40,000	\$0
030 - Environmental	\$0	\$0	\$0	\$0	\$0	\$0	\$0
040 - Final Design/Ready to Construct	\$0	\$90,000	\$0	\$0	\$0	\$90,000	\$0
050 - Construct/Implement	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0204 - Construction Inspection	\$0	\$0	\$20,000	\$0	\$0	\$20,000	\$0
0205 - Labor Compliance	\$0	\$0	\$40,000	\$0	\$0	\$40,000	\$0
0601 - Construction /Labor & Materials	\$0	\$0	\$4,531,373	\$0	\$0	\$4,531,373	\$0
0996 - Project Management Time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Costs:</b>	\$0	\$130,000	\$4,591,373	\$0	\$0	\$4,721,373	\$0
Funding Sources							
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BioGas Fuel sales revenues (Fund 015)	\$0	\$130,000	\$4,591,373	\$0	\$0	\$4,721,373	\$0
<b>Total Funding:</b>	\$0	\$130,000	\$4,591,373	\$0	\$0	\$4,721,373	\$0