

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

March 3, 2016

**A regular meeting of the Board of Public Utilities Commissioners, City of Tulare, was held on Thursday, March 3, 2016, at 3:00 p.m., in the Tulare Public Library & Council Chambers.**

**BOARD MEMBERS PRESENT:** Lee Brehm, Philip Smith, Edward Henry, Mark Watte, Dick Johnson

**STAFF PRESENT:** Don Dorman, Joe Carlini, Michael Miller, Darlene Thompson, Trisha Whitfield, Steve Bonville, Nick Bartsch, Benjamin Siegel, Shonna Oneal

**I. CALL TO ORDER REGULAR SESSION:**

President Brehm called the regular session to order at 3:00 p.m.

**II. PLEDGE OF ALLEGIANCE:**

President Brehm led the Pledge of Allegiance.

**III. CITIZEN'S REQUEST OR COMMENTS:** *This is the time for citizens to comment on items within the jurisdiction of the Board. The Board cannot legally discuss or take official action on citizen comments 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.*

There were no citizen comments presented.

**IV. COMMUNICATIONS:**

There were no items for this section on the agenda.

**V. CONSENT CALENDAR:**

**It was moved by Board Member Henry, seconded by Board Member Johnson and unanimously carried that the items on the consent calendar be approved as presented with the exception of items 3 and 4.**

**(1) Approve minutes of the February 18, 2016 regular/special meeting(s).**

**(2) Accept January Investment Report.**

**(3) Accept Public Works work performance reports for January 2016.**

Board Member Henry pulled this item to inquire if time preparing items for the Board is included in the office time reflected on the Sewer performance report. Public Works Director Joe Carlini explained that the office time reflected on the report is for putting information into the CMSS system. City Manager Don Dorman further explained that the office time includes entering data into the databases not only for this report, but to also help manage the function of the department. Board Member Watte requested staff ensure the data contained in the report is accurate and reflective of the actual work performed. Following discussion, it was moved by Board Member Henry, seconded by Vice President Smith and unanimously carried to approve the item as presented.

**(4) Accept Project Dashboard.** Board Member Henry pulled this item for clarification regarding the storm drain project at Cherry & Lyndale and noted that the project is marked suspended due to lack of funding. Public Works Director Joe Carlini explained that staff has made improvements in the area to help reduce the flooding. Field Services Manager Trisha Whitfield advised the Board that there was not enough funding in the project for a good permanent solution. She further advised that the project can be moved to the closed pending status since it will not be going forward at this time. Following discussion, it was moved by Board Member Henry, seconded by Board Member Johnson and unanimously carried to approve the item as presented.

## **VI. GENERAL BUSINESS:**

**(1) Award the purchase of four (4) trailer mounted emergency diesel power generators to Leete Generators of Santa Rosa, California in the amount of \$495,990.00 which includes tax and license.** Field Services Manager Trisha Whitfield provided a report for the Board's review and consideration. Ms. Whitfield noted that the additional \$36,000 funding requested in the staff transmittal to be allocated to the project should have been \$46,000 as reflected on the revised project sheet attached to the transmittal. Following discussion, it was moved by Board Member Henry, seconded by Vice President Smith and unanimously carried to approve the item as presented.

**(2) Review and discuss water conservation report for January 2016 and State extension of Mandatory Conservation regulations.** Management Analyst Ben Siegel provided a report on the water conservation for January 2016 and provided the Board with an update on the extension of mandatory conservation regulations. Following discussion, no action was taken.

**(3) Receive an update on the status of the Water and Wastewater Rate Study.**

Field Services Manager Trisha Whitfield provided a PowerPoint slide presentation to the Board updating them on the Water and Wastewater Rate Study and highlighted the next steps in the rate study process. City Manager Don Dorman advised that he is estimating a 100% increase to the rates. Mr. Dorman explained that the rates are the core of the City's economic development plan to create a first class infrastructure by rebuilding the well system for additional demands, replacing 4 and 6 inch pipe lines to address pressure issues and rebuild streets including replacement of water and sewer pipe lines under the streets to attract businesses to the City. Following discussion, no action was taken.

**VII. ITEMS OF BOARD INTERESTS:**

Items of Board interest were discussed among the Board and staff.

City Manager Don Dorman advised the Board that the letter they received via email from the City of Tulare to Carl Carlucci of the State Water Board was in response to the notices mandating consolidation of the Soult and Matheny Tracts with the City's water delivery system and noted that the letter is a public document.

**VIII. ADJOURN REGULAR MEETING:**

President Brehm adjourned the regular meeting at 4:12 p.m.

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President of the Board of Public Utilities  
Commissioners of the City of Tulare

**ATTEST:**

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Secretary of the Board of  
Public Utilities Commissioners