

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

October 1, 2020

**A regular meeting of the Board of Public Utilities of the City of Tulare was held on Thursday, October 1, 2020 at 4:00 p.m. in the Tulare Public Library & Council Chamber, 491 North "M" Street.**

**BPU PRESENT:** Chris Harrell, Thomas Griesbach, Ray Fonseca, Howard Stroman, Renee Soto

**STAFF PRESENT:** Rob Hunt, Megan Dodd, Darlene Thompson, Trisha Whitfield, Michael Miller, Nick Bartsch, Jim Funk, Brad Crim, Jason Bowling, Tim Doyle, Roxanne Yoder

**I. CALL TO ORDER REGULAR MEETING**

President Harrell called the regular meeting to order at 4:01 p.m.

**II. PLEDGE OF ALLEGIANCE AND INVOCATION**

President Harrell led the Pledge of Allegiance and an invocation was given by Board Member Griesbach.

**III. CITIZEN COMMENTS**

President Harrell requested those who wish to speak on matters not on the agenda within the jurisdiction of the Board, or to address or request a matter be pulled from the Consent Calendar to do so at this time. He further stated comments related to General Business matters would be heard at the time that matter is addressed on the agenda.

There were no citizen comments.

**IV. COMMUNICATIONS**

There were no items for this section of the agenda.

**V. CONSENT CALENDAR**

**It was moved by Board Member Griesbach, seconded by Vice President Stroman, and unanimously carried to approve the items on the Consent Calendar as presented with the exception of item 3.**

**(1) Approve minutes of the September 3, 2020 regular meeting.**

**(2) Accept the August 2020 Investment Report.**

- (3) **Accept the Financial Status Report.** Board Member Soto pulled the item to address a type-o with regard to Solid Waste Fund 012, correcting 2020 to 2019. Additional questions posed by the Board were addressed by staff. Following comments, it was moved by Board Member Soto, seconded by Board Member Griesbach, and unanimously carried to approve the item as amended.
- (4) **Receive the Public Works performance reports for August 2020.**
- (5) **Accept as complete the contract with Anthony J. Prieto Water Well Drilling, Inc. of Selma, CA for Construction of Municipal Well at 'J' Street and Cartmill Avenue Project (Project No. WT0038); and Authorize the City Engineer to sign the Notice of Completion and direct the City Clerk to file the Notice of Completion with the Tulare County Recorder's Office.**

## VI. GENERAL BUSINESS

- (1) **Authorize the City Manager to execute a work order under the on-call GIS services contract with Miller Spatial Services, LLC of Riverside, CA in the amount of \$72,916.00 for utility GIS data conversion; and Authorize the City Manager or designee to approve contract change orders in an amount not to exceed 10% (\$7,291.60) of the work order amount.** IT Manager Jason Bowling provided a report for the Board's review and consideration. Following discussion, it was moved by Board Member Fonseca, seconded by President Harrell, and unanimously carried to approve the item as presented.
- (2) **Review and authorize the City Manager, or designee, to issue a City Purchase Order in the amount of \$79,688.10 for the purchase of a Flowserve pump for the Wastewater Treatment Plant Headworks #2.** Public Works Director Trisha Whitfield provided a report for the Board's review and consideration. Following discussion, it was moved by Vice President Stroman, seconded by Board Member Soto, and unanimously carried to approve the item as presented.
- (3) **Adopt Resolution 2020-05 authorizing the issuance of City of Tulare Sewer Revenue Refunding Bonds, Series 2020 to refinance a) the City's outstanding 2012 Sewer Revenue Refunding Notes (the "Series 2012 Notes"), b) a portion of the outstanding Sewer Revenue Refunding Bonds, Series 2015 (the "Series 2015 Bonds"), and c) the outstanding Sewer Revenue Refunding Bonds, Series 2013 (the "Series 2013 Bonds") in order to reduce debt service and achieve savings; and Review the Preliminary Official Statement and Supplemental Indenture that will be approved by the City Council when they approve their resolution to authorize the issuance of this bond.** Finance Director Darlene Thompson provided a report for the Board's review and consideration. Following discussion, it was moved by Board Member Griesbach, seconded by Vice President Stroman, and unanimously carried to adopt Resolution 2020-05 as presented.

- (4) **Approve and authorize the City Manager to execute a sole source contract with Shape Inc. of Stockton, CA for replacement/spare sanitary sewer pumps in the amount of \$129,906.99; and authorize the City Manager or designee to approve contract change orders in amounts up to 10% (\$12,990.60) of the contract award amount.** Project Manager Jim Funk and Water and Assistant Public Works Director Tim Doyle provided a report for the Board's review and consideration. Following discussion, it was moved by Board Member Soto, seconded by Board Member Fonseca, and unanimously carried to approve the item as presented.

## **VII. ITEMS OF INTEREST**

Items of interest were discussed amongst the Board and staff.

Public Works Director Trisha Whitfield announced two promotions: Wastewater Treatment Plant Operations Manager Brad Crim and Assistant Public Works Director Tim Doyle.

## **VIII. ADJOURNMENT OF REGULAR MEETING**

President Harrell adjourned the regular meeting at 4:51 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

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