

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

**Tulare Public Library & Council Chamber
491 North M Street, Tulare**

**Thursday, December 18, 2025
4:00 p.m. Regular Meeting**

Proper notice of this meeting was given pursuant to Government Code Section 54954.2.

COMMISSIONERS PRESENT: President Tony Sozinho
Vice President Blake Wilbur
Commissioner Ray Fonseca
Commissioner Brian Nunes

COMMISSIONERS ABSENT: Commissioner Renee Soto

STAFF PRESENT: Assistant City Manager Thomas W. Gaffery IV; Assistant City Attorney Megan Crouch; Chief Deputy City Clerk Melissa Wilcox; Public Works Director Trisha Whitfield; Assistant Finance Director Melanie Gaboardi; City Engineer Michael Miller; Assistant Public Works Director Jan Bowen; Public Works Business Manager Andrew Bettencourt; Wastewater Maintenance Supervisor Nathan Daughtry; Wastewater Treatment Plant Manager Branlee Vath

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE AND INVOCATION

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

3. PUBLIC COMMENT

There were no public comments.

4. COMMUNICATIONS

There were no communications.

5. CONSENT CALENDAR

It was moved by Commissioner Fonseca, seconded by Vice President Wilbur, and carried 4 to 0 (Commissioner Soto absent) that the items on the Consent Calendar be approved as presented.

5.1 Approval of Board Meeting Minutes.

Recommended Action: Approve the minutes of the special and/or regular meetings of December 4, 2025. [M. Wilcox]

- 5.2 Cancel the January 1 Board Meeting.**
Recommended Action: Cancel the regular Board meeting of January 1, 2026. [M. Wilcox]
- 5.3 Public Works Performance Reports for November 2025.**
Recommended Action: Receive the Public Works performance reports for November 2025. [A. Bettencourt]

6. GENERAL BUSINESS

- 6.1 Review Condition and Risk Assessment of the Downtown Sewer Collection System.**
Recommended Action: Review and receive a Technical Memorandum 1 and a presentation from Carollo Engineers regarding the Condition and Risk Assessment of the Downtown Sewer Collection System.
Presented By: Public Works Director Whitfield; Tim Loper of Carollo Engineers
Public Comment: There were no public comments.
Board Action: This was an informational item; therefore, no action was taken.
- 6.2 Street Sweeping Contract Renewal.**
Recommended Action: Award and authorize the City Manager to sign a one-year contract extension with SCA (Sweeping Corporation of America) of CA, LLC in the amount of \$614,377.36, subject to minor conforming changes acceptable to the City Manager and City Attorney, to provide street sweeping services for the City of Tulare; and authorize the City Manager or designee to approve contract change orders in an amount not to exceed 10% (\$61,437.74).
Presented By: Public Works Business Manager Bettencourt
Public Comment: There were no public comments.
Board Action: It was moved by Commissioner Nunes, seconded by Commissioner Fonseca, and carried 4 to 0 (Commissioner Soto absent) to approve the item as presented.
- 6.3 Emergency Rehabilitation of Lactalis Lift Station.**
Recommended Action: Authorize the City Manager to sign a task order with Provost & Pritchard in the amount of \$68,000 for civil engineering, design, permitting construction documents and related services the Annual Sewer Lift Station Rehabilitation Project (SW0008); and approve change orders in an amount not to exceed 10% (\$6,800) of the task order amount.
Presented By: Assistant Public Works Director Bowen
Public Comment: There were no public comments.
Board Action: It was moved by Commissioner Fonseca, seconded by Vice President Wilbur, and carried 4 to 0 (Commissioner Soto absent) to approve the item as presented.
- 6.4 Domestic Headworks Upgrade.**
Recommended Action: Award the purchase of two Duperon Washer Compactors and bar screen gear box and drive assembly at the domestic headworks at the Wastewater Treatment Plant (WWTP) to Duperon Corporation of Saginaw, MI, in the amount of \$189,735.64, which includes shipping and tax.
Presented By: Wastewater Maintenance Supervisor Daughtry
Public Comment: There were no public comments.
Board Action: It was moved by Vice President Wilbur, seconded by Commissioner Nunes, and carried 4 to 0 (Commissioner Soto absent) to approve the item as presented.

7. ITEMS OF INTEREST

Items of interest were discussed amongst the Board and staff.

8. ADJOURNMENT

Seeing no further business to discuss, President Sozinho adjourned the regular meeting at 4:51 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of December 18, 2025, as approved by the Board of Public Utilities Commissioners.

Marc Mondell, City Clerk



By Diana Smith, Deputy City Clerk