



Board of Public Utilities Commissioners Meeting Minutes

Thursday, April 16, 2026 - 5:30 p.m. Regular Meeting
City Council Chamber, 491 North M Street, Tulare, California

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

Commissioners Present: President Tony Sozinho, Vice President Blake Wilbur, Ray Fonseca, Brian Nunes

Staff Present: City Manager Marc Mondell; Assistant City Attorney Nick Matoian; Assistant City Manager Thomas W. Gaffery IV; Assistant Finance Director Melanie Gaboardi; Public Works Director Trisha Whitfield; Public Works Business Manager Andrew Bettencourt; Administration Analyst Diana Smith

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

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

3. PUBLIC COMMENT

There were no public comments.

4. COMMUNICATIONS

City Manager Marc Mondell advised there were no communications.

5. CONSENT CALENDAR

Item 5.2 was removed from the Consent Calendar by President Sozinho.

It was moved by Vice President Wilbur, seconded by Commissioner Fonseca, and carried 4 to 0 (Commissioner Soto absent) to approve the items on the Consent Calendar as presented except for item 5.2

5.1 Approval of Board Meeting Minutes.

Recommended Action: Approve the minutes of the special and/or regular meeting of April 2, 2026. [D. Smith]

ITEM(S) PULLED FROM CONSENT CALENDAR

5.2 Backflow Prevention Software Program Agreement.

Recommended Action: Award the purchase of a 5-year Service Order for a Backflow Prevention software program and mailing services to SwiftComply for a total of \$70,532.25; authorize the City Manager or designee to approve service change orders in an amount not to exceed 10% of each service amount. [A. Bettencourt]

Board Action: President Sozinho pulled the item, at the request of staff, to table it for the next meeting. It was moved by Vice President Wilbur, seconded by Commissioner Fonseca, and carried 4 to 0 (Commissioner Soto absent) to table this item for the next scheduled meeting.

6. GENERAL BUSINESS**6.1 Purchase of Water Meters.**

Recommended Action: Award the purchase of 400 Master Meter 1-inch Allegro 4G Water Meters to HydroPro Solutions, Inc. for a total of \$130,935.34, which includes tax and shipping.

Presented By: Public Works Business Manager Bettencourt

Public Comment: There were no public comments.

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

6.2 Wastewater Treatment Plant Facility Plan Draft Report Acceptance and RFQ.

Recommended Action: Accept Domestic Wastewater Treatment Plant Facility Planning final report dated February 2026; authorize staff to issue a Request for Qualifications (RFQ) to solicit qualified consultants to prepare construction plans, specifications, and cost estimates (PS&E's) for the domestic wastewater treatment plant expansion.

Presented By: Public Works Director Whitfield

Public Comment: There were no public comments.

Board Action: It was moved by President Sozinho seconded by Commissioner Fonseca, and carried 4 to 0 (Commissioner Soto absent) to approve the item as presented.

6.3 Adoption of Budget for Municipal Water Supply Well and Storage Tank — Conceptual Site Design.

Recommended Action: Approve a resolution authorizing Water CIP projects WT0025-04 and WT2025-05 and the appropriation of \$72,000 (\$36,000 for each project) of Water CIP Fund Balance.

Presented By: Public Works Director Whitfield

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

Public Works Director Whitfield and City Manager Mondell provided updates to the Board.

8. ADJOURNMENT

Seeing no further business to discuss, President Sozinho adjourned the regular meeting at 4:17 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the special and/or regular meeting held on April 16, 2026, as approved by the Board of Public Utilities Commissioners.

Marc Mondell, City Clerk



By Diana Smith, Deputy City Clerk