

## Lost Hills Utility District

### Minutes

November 7, 2024

I. The meeting was called to order by Board President Carlos Garcia Jr., at 5PM. Board Directors in attendance were Rosario Villasana, Ana Martinez and Pioquinto Garza. Also in attendance were Thomas Schroeter, Amando Garza, Alejandro Ruiz, Yuliana Velazquez and Ana Chavez.

#### II. Approval of Minutes October 3, 2024.

Motion: Rosario Villasana made a Motion to Approve Minutes as submitted. Pioquinto Garza seconds the motion. All Board Directors present in favor, Motion carried.

#### III. District's Financial Report- September 2024.

Sewer Month Profit: \$8,169.93      Year Profit: \$10,879.42  
Water Month Profit: \$29,409.09      Year Profit: \$120,961.65

#### IV. Public Time for Non-Agenda Items

None.

#### V. New Business

##### 1. Cannon Engineer's recommendations:

(a) Consideration for submitted CDBG funding applications. Deadline is December 13, 2024.

Motion: Rosario Villasana made a Motion to Authorize District Engineer Amando Garza to submit I-5 crossing grant application. Carlos Garcia Jr., seconds the motion. All Board Directors present in favor, Motion carried.

(b) Payment Request No. 7 by Bakersfield Well and Pump for Phase 1 of the New Well. This Payment Request is for \$106,865.49.

Motion: Rosario Villasana made a motion to Approve Pay Request No.7 for \$106,865.49 subject to Amando's approval to release payment. Carlos Garcia Jr. seconds the motion. All Board Directors present in favor, Motion carried.

(c) Report on from PG&E to connect solar panels to the meter at the WTP

PG & E has a billing error where the solar plant was not being accounted for, a claim has been filled and revised billing should be completed within 2 to 3 billing cycles.

##### 2. Report on meeting with Clean Water Action

Report only, no action taken.

##### 3. Update on Tesla Charging Station Project

Water service line has been connected to the district's main line and its only pending on the water meter to be installed, they are currently using construction water.

##### 4. Report on Transfer of Registrations for District Office Trailers

Tom reported Wonderful is still in process to obtain this documentation under the District's name.

##### 5. Report on Chevron WSL

Conditional Will Serve Letter has been issued.

##### 6. District Manager Agenda

(a) Consideration to Apply for CDBG Grant Funding

This items was covered under item 1a.

(b) Consideration to Approve Payment of PG & E NEM charges

Motion: Ana Martinez made a motion to Approve Payment to PG & E for \$23,778.23. Rosario Villasana seconds the motion. All Board Directors present in favor, motion carried.

(c) Consideration to Approve WSL Extension for the following customers; Mario de Leon, Salvador Higuera, Jose Gonzalez, Wonderful, Gerardo Reyes

Savador Higuera - Motion: Rosario Villasana made a motion to Approve 1 year extensions on both Will Serve Letters. Ana Martinez seconds the motion. All in favor, motion carried.

Gerardo Reyes- Motion: Rosario Villasana made a motion to Approve a 6 month extension for his will serve letter. Pioquinto Garza seconds the motion. All in favor, Motion carried.

Jose Gonzalez - Motion: Ana Martinez made a motion to Approve 1 year extension of will serve letter. Rosario Villasana seconds the motion. All in favor, motion carried.

Mario de Leon – Motion: Rosario Villasana made a motion to Approve a 1 year extension of his will serve letter. Pioquinto Garza seconds the motion. All in favor, motion carried.

Wonderful- Motion: Rosario Villasana made a motion to Approve a 1 year extension of the will serve letter. Carlos Garcia Jr. seconds the motion. All in favor, motion carried.

(d) Consideration to Approve Request from Gabriel Gutierrez to transfer meter to different location

Motion: Pioquinto Garza made a motion to Approve Request to move water service from 14894 Woodward Avenue to 21152 Universal St, Unit B. Rosario Villasana seconds the motion. All Board Directors present in favor, motion carried.

(e) Consideration to Close Accounts for Customers with no water usage and after 1 year extension expires

Motion: Rosario Villasana made a motion to Authorize Staff to close accounts who had received an extension and failed to comply with the letter requirements, and notified customers of the closure of their account. Ana Martinez seconds the motion. All Board Directors present in favor, motion carried.

(f) Complaint from Norma Rodriguez regarding water quality

Board directed staff to notify customer no other complaints have been received related to the issue she reports. Staff has been keeping record of her complaints and investigating the same.

7. Facilities Manager Agenda

(a) Consideration to approve updated bid proposal from ERS construction to repair filter 1

Report only no action taken.

(b) Consideration to approve wage rate increase of office landscape maintenance

Motion: Rosario Villasana made a motion to approve \$100 increase for a total of \$400 monthly service. Ana Martinez seconds the motion. All Board Members present in favor, Motion carried.

(c) Consideration to approve updated bid proposal from Hotshots Inc (Electrical) to install office radio antenna.

Motion: Ana Martinez made a motion to Approve revised quote from Hotshots Inc. for \$6,732.00. Rosario Villasana seconds the motion. All Board Directors present in favor, motion carried.

(d) Consideration to approve Kern Craft bid to repair fire hydrant at the Mobil gas station

Motion: Rosario Villasana made a motion to Approve cost of repair of \$8,820.00. Ana Martinez seconds the motion. All Board Directors present in favor, Motion carried.

8. Closed Session: The Board went into closed session at 6:10PM.

(a) Public Employment Appointment (Assistant Facilities Manager):

(b) Conference with legal counsel—anticipated litigation pursuant to Sections 54956.9(d) (2) and (e) (2) by Kern County Group LLC alleging failure to complete annexation

Board came out of closed session at 6:45PM.

During open session the Board made the following Motion: Rosario Villasana made a motion to give the Authority to the District Manager Ana Chavez to hire, discipline or fire an employee. Ana Martinez seconds the motion. All Board Directors present in favor, Motion carried.

9. Date and location of December, 2024 meeting

December 5, 2024.

**Addendum**: Rosario Villasana made a motion to add, Consideration to Approve Budget to Replace Main Billing Computer and Pay Fees to UMS to install main server again. Carlos Garcia Jr. seconds the motion. All Board Directors present in favor, Motion carried.

Motion: Rosario Villasana made a motion to Approve a budget of \$2,500 to purchase a new computer, plus the fees from UMS to re-install the main server on new computer. Ana Martinez seconds the motion. All Board Directors present in favor, Motion carried.

10. Staff Reports

None

11. Customer Request &/ Complaints

Account No.1363 – agenda item 6f

12. Delinquency Report

Accounts No.1023,1025,1031,1051,1060,1140,1146,1200,1218,1225,1226,1264,1317,1339, 1343,1351 & 1406

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Report presented to the board.

Alejandro Ruiz-Water

Repairs report presented to the board.

VII. Board Members Report - None

VIII. Engineer Report - Amando Garza

IX. Next Board Meeting- **December 5, 2024.**

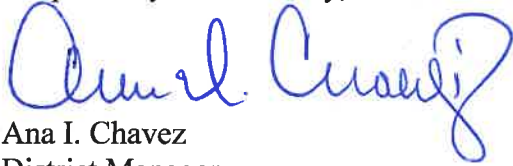
X. Approval of Accounts Payable – **October 2024.**

Motion: Rosario Villasana made a Motion to Approve Accounts Payable. Pioquinto Garza seconds the motion.

All Board Directors present in favor, Motion carried.

XI. Meeting adjourned at 6:46PM.

Respectfully submitted by,



Ana I. Chavez

District Manager