

## Lost Hills Utility District

Meeting Minutes

December 1, 2022

- I. The Meeting was called to order by Board President Vidal Ballesteros at 5:02PM. Also in attendance were Rosario Villasana, Carlos Garcia Jr., Daisy Garcia, and Pioquinto Garza. Also in attendance were Tom Schroeter, Amando Garza, Alejandro Ruiz, Yuliana Velazquez and Ana Chavez.
- II. Approval of Minutes November 3, 2022.  
Motion: Daisy Garcia made a motion to Approve Minutes as Submitted. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana.
- III. District's Financial Report- October 2022.  
Sewer Month Profit: \$13,936.91 Year Profit: \$37,567.42  
Water Month Profit: \$56,679.66 Year Profit: \$215,114.70
- IV. Public Time for Non-Agenda Items
- V. New Business
  1. Consideration of information memorandum to customers relating to Semitropic Water Storage District water budget  
Motion: Rosario Villasana made a motion to authorize staff to mail out memorandum to all customers. Carlos Garcia seconds the motion, all Board Members in favor, Motion carried.
  2. Report on CDBG Application  
Application emailed on November 22, 2022 and also sent via certified mail.
  3. Report on Botanical Water Technology conference call  
No action taken, report only.
  4. Report on CalTrans grant for sewer relocations  
Amando to set up a meeting with the grant representatives, district staff and Caltrans.
  5. Report on transfer of trailer registrations  
Nothing new to report.
  6. Report on will serve letters for Anthony Hussein and Mario De Leon  
Motion: Rosario Villasana made a motion to add that Mr.De Leon is an existing customer to the will serve letter and to keep the same conditions as the first letter. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.
  7. Report from Amando Garza on possible alternative water source  
Report only, no action taken.
  8. District Manager Agenda
    - (a) Consideration to Approve 2021-2022 Financial Audit Report  
Motion: Rosario Villasana made a motion to Approve 21-22 Financial Audit Report. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.
    - (b) Request from Gabriel Gutierrez to transfer existing services to new property and request of will serve letter  
Motion: Rosario Villasana made a Motion to Approve request of transfer of existing water services to new property and issuance of will serve letter, customer will also receive a letter stating once services have been transfer to new property old property will no longer be entitle to the services transferred. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(c) Consideration to Approve 2023 Meeting & Holidays Schedule

Motion: Pioquinto made a motion to Approve 2023 meeting and holiday schedule adding Martin Luther King as a holiday. Carlos Garcia Jr. seconds the motion, all Board Members present in favor, Motion carried.

(d) Consideration to Approve Cost of living increase to Employees wages

No action taken, not enough votes to consider a Motion.

(e) Report on election of Board Members and consideration of action to fill vacancy

After a confusion at the elections office by the letter sent listing 3 board members to sign up for reelection. Rosario Villasana did not need to go sign up for reelection, and by Villasana and Garcia winning the election, now Mr.Garza's term is over Dec 2, 2022. District will now need to post a vacancy created by Villasana winning the election.

9. Facilities Manager Agenda

(a) Consideration of approval to purchase smart meters

Motion: Rosario Villasana made a Motion to Approve a budget of \$1,000 a year to purchase smart meters. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

(b) Consideration of approval to sample private well

Motion: Rosario Villasana made a Motion to Authorize Alex Ruiz to test well. Pioquinto Garza seconds the motion. All Board members present in favor, Motion carried.

(c) Consideration of approval for repair/replace facilities light fixture

Motion: Carlos Garcia to Approve a Budget of \$6,000 to repair the water treatment plant. Rosario Villasana seconds the motion. All Board members present in favor, Motion carried.  
Sewer Treatment plant basement

Motion: Rosario Villasana made a Motion to Approve a Budget of \$6,200 to repair lights at the wastewater plant. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

Motion: Rosario Villasana made a Motion to Approve a Budget of \$3,000 to repair lights at the Brown Material Rd. location. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

(d) Consideration of approval for one time service of 90-95% of annual weeds control at wastewater facility

Motion: Carlos Garcia made a motion to Approve Allied Weed Control quote of \$3,725 to spray the wastewater plant. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(e) Consideration of approval for employee time compensation for attending training Lost Hills CERT

Motion: Rosario Villasana made a Motion to Approve 3 days of 8 hour trainings for Alejandro Ruiz. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

10. CLOSED SESSION:

1. Conference with Legal Counsel regarding initiation of litigation pursuant to paragraph (4) of Subdivision (d) of Section 54956.9: One potential case

Board went into closed session at 7:31PM and came out at 7:47PM

2. Consideration of approval of closed session minutes from October 6, 2022 & November 3, 2022

11. Date and location of January, 2023 meeting

January 11, 2023.

12. Staff Reports

Report only, no action taken.

13. Customer Request &/ Complaints

None

14. Delinquency Report

Accounts No.: 1023,1067,1081,1091,1107,1131,1135,1146,1186,1192,1200,1210,1240,1276,  
1279,1282,1304,1317,1341,1350,1361,1385,1387,1391, &1394.

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Report only, no action

Alejandro Ruiz-Water

Report only, no action taken.

VII. Board Members Report

None

VIII. Engineer Report - Amando Garza

None

IX. Next Board Meeting- **January 11, 2023.**

X. Approval of Accounts Payable – **November 2022.**

Motion: Rosario Villasana made a Motion to Approve November 2022 Accounts Payable. Carlos Garcia Jr., seconds the motion. All Board Members present in favor, Motion carried.

XI. Meeting Adjourned at 7:48PM.

Respectfully Submitted by,



Ana I. Chavez

District Manager