

**Lost Hills Utility District**  
Meeting Minutes  
June 1, 2023

I. The meeting was called to order by Board President Vidal Ballesteros at 5:01PM. Board Members were Carlos Garcia Jr., Rosario Villasana, and Pioquinto Garza. Also in attendance were Thomas Schroeter, Amando Garza, Alex Ruiz, Yuliana Velazquez and Ana Chavez.

II. Approval of Minutes – May 4, 2023.

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

III. District's Financial Report – April 2023.

Sewer Month Profit: \$11,714.53      Year Profit: \$64,959.80

Water Month Profit: \$14,441.14      Year Profit: \$218,747.46

IV. District's Time for Non-Agenda Items

Eneida Luviano- expressed her complaint about how her dark clothes has stained due to the water.

Ana Arredondo – supported the same complaint above.

V. New Business

1. Cannon Engineers recommendations:

(a) Consider water pipeline relocation payment request No. 12 from Specialty Construction

Motion: Carlos Garcia Jr. made a motion to Approve Specialty Construction Payment Request No.12 of \$505,672.20 and Change Order No.28 of \$48,037.50. Rosario Villasana seconds the motion. All Board Members present in favor, Motion carried.

(b) Consideration of Specialty Construction soil compaction testing change order No. 31

Cost has not been received, no action taken.

(c) Consideration of a contract change order for Specialty Construction

Cost has not been received, no action taken.

(d) Consideration of engineering contract work with Cannon Corporation for planning and design of waste water treatment plant expansion

The District received a grant for the planning design of the expansion of the wastewater treatment plant in the amount of \$500,000.00. Tom will draft services agreement to reflect Cannon will be paid after the District receives the funds from the funding agency. Motion: Rosario Villasana made a motion to Approve Cannon Corporation Contract for \$471,400.00. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

2. Consideration of identification of capital projects and revise “unrestricted funds” to “restricted funds”

No action taken.

3. Report on postponement of loan payment to the California Department of Transportation

Nothing new to report.

4. Report on execution of soccer sewer easement

Tom – Wonderful has finally signed the easement and are ready for Board President's signature tonight, once signed those will be recorded with the County.

5. Report on transfer of registration of office trailers

Nothing new to report.

6. Report on SWP Table A water, Article 21 water, and Lower River Water availability

The District can get its 135 acre feet entitlement this year but no one has room to bank it, if storage cannot be found by early next year we will lose the use of the entitlement.

7. District Manager Agenda

(a) Consideration to Approve Budget 2023-2024

Motion: Carlos Garcia made a motion to Approve 2023-2024 Budget subject to Ana verifying the final revenue amount with Mark Albert or the company doing the water rate study. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(b) Consideration to Approve Payment by Electronic Deposit to Customers Account

Motion: Pioquinto Garza made a motion to Approve Electronic Payment Request to those customers that request it and provide the form to authorize the electronic payment. Rosario Villasana seconds the motion. All Board Members present in favor, Motion carried.

(c) Report on Planning Agreement for the Wastewater Treatment Plant Expansion

This item has already been covered under item 7c.

(d) Report on Utilities Worker Position

Position has been filled.

(e) Report on Water Rate Study

Water Study should be done very soon and will be presented at the next regular meeting of July 6<sup>th</sup>.

(f) Report on Berrrenda Mesa Projects Grant Application

GEI submitted the project application but the funding agency came back and said the District should apply for the Planning Design first. GEI will be working on submitting the planning and design application.

8. Facilities Manager Agenda

(a) Consideration to Sell Ford F-150 & RAM

Motion: Carlos Garcia Jr., made a motion to authorize posting both trucks for sale AS IS, staff to start receiving bids and trucks will be sold to the highest bid, the board to open bids at the next regular meeting of July 6<sup>th</sup>. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(b) Consideration to Implement Degreaser Agent for Lift Station

Motion: Rosario Villasana made a motion to Approve \$1,000 a year for the degreaser. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(c) Report on Ford Maverick Purchase

Alex- truck is finally here, did some upgrades by adding a rack for the shovels, tool boxes and the truck liner to make it a little more work equipped.

(d) Report on Dudley crossing repair

The repair has finally been completed, the contractor had to lift the crossing, compact, add concrete and add some polls to prevent anyone from driving on top of it.

(e) Consideration to Authorize Alex Ruiz to set up a new account with H&E Equipment Services and Equipment Share Inc.

Motion: Rosario Villasana made a motion to Authorize staff to set up an account with both companies. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

9. CLOSED SESSION:

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

(b) Conference with Labor Negotiators

Agency designated representatives: District Manager

Unrepresented employee: Facilities Manager

(c) Approval of closed session minutes from May 4, 2023

The Board went in to closed session at 6:06PM and came out at 6:50PM.

Motion: Rosario Villasana made a Motion to Approve Alejandro Ruiz hourly rate to \$44.49 per hour begin immediately. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

10. Date and location of July 2023 meeting

July 6<sup>th</sup> 2023.

11. Staff Reports

Yuliana Velazquez – Requested board approval to waive late fee charges to 7 accounts that payment was not posted on time as she forgot to post those when she set those aside to be posted the next day, accounts are 1236,1157,1032,1016,1241,1303 & 1208. Motion: Carlos Garcia Jr., made a motion to authorize waiving fees for the accounts who paid on time. Rosario Villasana seconds the motion. All Board Members present in favor, Motion carried.

12. Customer Request &/ Complaints

Alex Ruiz – Acct 1265 complaint of low water pressure. I went out to this property investigated the issue, run a pressure test on his water meter which showed meter received sufficient water pressure but as he open water faucets inside the home the water pressure dropped down drastically. I recommended him reporting the issue with his landlord since it appears to be an internal problem with his water lines. Acct 1348 complaint of chlorine smell and staining of clothes. I investigated the complaint by checking the chlorine water levels inside their property and the free chlorine residual level was at 0.9mg/L, which is a normal range. In order to come up with a real answer if the water is staining the clothes the district would need to hire a company to conduct a study of what might be the problem but that can cost from \$25,000 to \$50,000 and it would only give us some recommendations not solutions.

13. Delinquency Report

Accounts No.1023, 1146, 1185, 1228, 1269, 1275, 1324, 1330, 1357 & 1376.

VI. Maintenance & Operations Report

Alejandro Ruiz- Wastewater

21189 Hwy 46- installed a new lateral to upgrade from a 4” to 6”

Slater Plumbing – removed aerator from pond no.1, has taken it to shop for repairs.

Llamas Plumbing – came out to do maintenance

Alejandro Ruiz – Water

4 service repairs in town, new 12” main in service at the aqueduct bridge, Water Treatment Plant transfer VFD pump no.3 failed, a new one has been ordered, estimated cost to replace is \$13,000.00.

VII. Board Members Report – None

VIII. Engineer Report – Amando Garza – None


IX. Next Board Meeting – July 6, 2023

X. Approval of Accounts Payable – May 2023.

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

XI. Meeting Adjourned at 6:52PM.

Respectfully Submitted by,



Ana I. Chavez

District Manager

Lost Hills Utility District