

Lost Hills Utility District

Meeting Minutes

May 12, 2021

- I. Board Meeting was called to order by Director Amanda Rollin at 5:04PM. Board Members in attendance were Pioquinto Garza, Amanda Rollin, Carlos Garcia Jr., Daisy Garcia, and Vidal Ballesteros. Also in attendance were Thomas Schroeter, Amando Garza, Alejandro Ruiz, Yuliana Velazquez and Ana Chavez. Interpreter Rosario Villasana was also present but after 15 minutes disconnected due to no public attendance.
- II. Approval of Minutes, **April 7, 2021.**
Motion: Pioquinto Garza made a Motion to Approve Minutes as submitted. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried.
- III. District's Financial Report- **March 2021.**
Sewer Month Profit: \$4,554.27 Year Sewer Profit: \$39,617.51
Water Month Loss: (\$21,152.52) Year Water Profit: \$284,001.20
- IV. Public Time for Non-Agenda Items
None
- V. **New Business**
 1. **Report on Escrow with Wonderful to purchase old office property and consider sixth amendment to purchase agreement**
Tom – process has taken a long time because Wonderful couldn't find original registration for the new office trailers, new registrations have been put together and have been sent to the state and now they are working on trying to change the ownership to the District. In the meantime due to the delay of this process, we would need to extend the escrow closing date again.
Motion: Pioquinto Garza made a motion to approve extension of the sixth amendment to May 28, 2021. Daisy Garcia seconds the motion, all board members present in favor, Motion carried.
Vidal joined the meeting
 2. **Report from Expense Committee**
Amanda wanted to ask if we could minimize daily communication with legal and engineering and table the items we have pending maybe two days a week. Employee uniforms was another item of discussion Board instructed Ana and Alex to find a plan to purchase uniforms and present at the next meeting.
 3. **Well No. 3 Project**
 - (a) Report from Cannon Engineers on bids received for construction of Well No. 3
No action taken.
 - (b) **Report on search for additional funding for Well No. 3**
Stephanie and Grace with GEI have done some research on grant funding opportunities and are hoping we can apply under the SAFER program but since their fiscal year ends in May, they want to wait until next month to see the funds and categories this program will be funding for 21-22 fiscal year. Until then they can provide a cost to assist the District in the application process.
 - (c) **Consideration of Construction of well casing until more funding can be found**
Amando and Alex are suggesting to start a partial construction, Amando- asked Grace if we could just build the well and the buried piping, project manager on the grant is okay unless we don't change the main scope of the project. We would not do the electrical or mechanical piping. If Board approves we could award to the lowest bid and delete about 20 items that will be placed on hold until we find additional funding. If we find funding before the contractor finishes they can go ahead and complete the rest of the project, but if they are done then it would need to go out to bid. Amando – the well will be sealed and is not uncommon that agencies do partial construction. Alex- suggests we go ahead and moved forward with the project but before we start anything Amando should talk to SWRCB and let her know whats the new plan. Vidal takes over at 5:34PM
Motion: Amanda Rollin made a motion to award contract to Zim Industries as it was bid and work with them on change orders for about 20 items, new contract should be under \$900,000.00, soft cost for the

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District would be around \$150,000.00 for this portion of the project. Vidal Ballesteros seconds the motion. All Board members present in favor, Motion carried.

(d) Report on cancellation of Laurendine Biological Consulting Agreement

Laurendine- biological

Woodrogers- monitor the well drilling operation and sent report to Division of Drinking water

Motion: Carlos Garcia Jr made a Motion to proceed with Laurendine and Woodrogers Agreement.

Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(e) Report on quarterly report by GEI Consultants to Department of Water Resources regarding Well No. 3 grant funding

No action taken, and quarterly report has been submitted by GEI.

4. Report from Cannon Engineers on Townsite Pipeline Relocation Project

(a) Consideration of payment request No. 7 for Townsite Pipeline Relocation Project Specialty Construction in the amount of \$127,113.37.

Motion: Amanda Rollin made a Motion to Approve pay request No.7. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried.

(b) Consideration of payment of change order No's. 17, 18, and 19 for Pipeline Relocation Project

Motion: Pioquinto Garza made a Motion to Approve change orders no.17, 18, and 19. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried. For item 18 District is responsible for 3,501.69 but might be reimbursed half by the gas co. since they hit the sewer lateral.

(c) Report on letter to CalTrans on District's financial condition and inability to pay for remainder of sewer pipeline relocations

Amando- has not heard anything from Caltrans.

5. Consideration of ordinance requiring video inspection for new sewer lines

Ordinance requiring the video inspection would need to be adopted but first needs board approval, be posted for a week in three different public places in order to become effective.

Motion: Carlos Garcia Jr., made a motion to approve the Ordinance requiring video inspections.

Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

6. District manager agenda items

(a) Consideration of Semitropic Basin Sustainability Credit 2020

Motion: Pioquinto Garza made a motion to Approve to credit water banking acct. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried.

(b) Consideration of appointment of budget committee

Vidal Ballesteros and Amanda Rollin were appointed to budget committee.

(c) Request from Maria Zarate to stop base charges for second property connections

Motion: Pioquinto Garza made a motion to deny the request. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

(d) Request from Ignacio Ramirez to stop billing charges for second trailer connection

Trailer has been disconnected for the past two months and staff has verified trailer is no longer in the property, billing charges are \$266.28

Motion: Carlos Garcia Jr., made a motion to close account and waive the \$266.28. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

(e) Report on water quality complaint from Saul Ruiz

Saul Ruiz not present. Alejandro Ruiz – took samples to lab but results show no iron, one tested with e-coli, nitrogen, which do not apply to our water quality, the lab didn't really want to take the samples because they believe samples did not come from tap water.

District Staff– Also took a sample from the customers meter and the results show no sign of bacteria, and no iron detected.

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District Staff believes both samples brought were not from tap water, the sample that show color never settled, Wilber-smell it and thought it smell like urine, lab also thought it look like urine and did not really want to receive the sample but at the end agreed to test it.

Amando has been trying to talk to division of drinking water on regards the corrosion inhibitor that was discussed some time ago, but has not heard back from them to talk about the study they want in order to explore the possibility of adding an inhibitor and they also wanted the opinion of a third party. Study showed we have soft water, Alex would like to see a study that shows the start from the wells, then treatment and finalize it on the distribution, so that we can cover all areas to have a better analysis.

Amando will keep trying to contact division of drinking water.

(f) Consideration of office cleaning services

Mrs Ibarra will continue to clean offices for the same cost until she desires to stop which may be at the end of this year, she will let Ana know ahead of time so District can post the job opportunity locally.

7. Facilities manager agenda items

(a) Consideration of new fencing for office

\$6,375.00 block wall south valley

\$9,354.00

Motion: Vidal Ballesteros made a motion to Approve South Valley Masonry Quote for block wall.

Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

(b) Consider report from logo committee on revisions to proposed logo

Board chose the District's signed and Alex Ruiz will contact Chad to let him know which design they chose.

8. Date and location of June meeting

Next Meeting will be June 9, 2021

9. Customer Request &/ Complaints

This was covered under item 6e.

10. Staff Reports

Sewer Study- Would the Board like to add the 4M sewer expansion project for the next five years?

Do you add the remaining of the cost to relocate the sewer lines along hwy 46?

Board – have them do separate scenarios to see the difference in each. Acct#2022

11. Delinquency Report

Accounts# 1023,1081,1095,1133,1214,1224,1259,1279,1282,1300,1350,1361,1387, & 1391.

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Sewer line put in for tract 7367 (21 homes project) is complete, all connections have been run to the property.

Alejandro Ruiz-Water

Repairs on main line on BM line, King Street, Woodward, and flushed all dead end lines

VII. Board Members Report – None

VIII. Engineer Report - Amando Garza – reviewed initial plan set for homes north of the park (49 homes), sent comments back to them but they still have to annex, pay connection fees, and provide the maps for review.

IX. Next Board Meeting- **June 9, 2021**

X. Approval of Accounts Payable – **April 2021**

Pioquinto Garza made a motion to Approve accounts payable. Amanda Rollin seconds the motion, all Board Members present in favor, Motion carried.

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Special meeting item

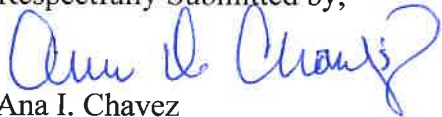
Request for Water & Sewer Services from Anthony Hussein

Motion: Amanda Rollin made a motion to Approve Services Request. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

Tom Schroeter - Steve Payne construction came in today wanted to pay a connection fee but their WSL has expired, we can approve an amendment of the will serve letter so he can pay the connection fees in one month, this is not an agenda item since it just came in today, I will have this item for formal approval at the next regular meeting.

XI. Meeting Adjourned at 7:06PM

Respectfully Submitted by,



Ana I. Chavez

District Manager

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