

LOST HILLS UTILITY DISTRICT

Minutes

June 6, 2024

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

II. Approval of Minutes May 2, 2024.

Motion: Daisy Garcia 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- April 2024.

Sewer Month Profit: \$13,690.69 Year Profit: \$72,713.82

Water Month Profit: \$24,365.05 Year Profit: \$239,778.50

IV. Public Time for Non-Agenda Items

Eneida Garcia had a few questions regarding the 2023 Consumer Confidence Report, staff answered all the questions she had.

V. New Business

1. Cannon Engineers recommendations:

(a) Kern County Water Line Replacements Project: Request for Meyer Civil Engineering

Motion: Rosario Villasana made a Motion to Approve Amendment to Meyer Engineering Contract in the amount of \$10,000.00. Ana Martinez seconds the motion. All Board Directors present in favor, Motion carried.

(b) Sewer Piping Relocation (Caltrans).

Motion: Ana Martintez made a motion to Approve Amendment to Cannon Contract in the amount of \$10,000.00. Daisy Garcia seconds the motion. All Board Directors present in favor, Motion carried.

2. Report on grant to pay CalTrans loan

Amando Garza emailed all requested documents to our Grant Writer Lucille Holt to be updated to the funding agency's electronic application data base.

3. Report on Tesla annexation and Sphere Amendment

Tesla's annexation application and amendment to District's sphere of influence was filed was filed with LAFCO on April 5, 2024. Motion: Pioquinto Garza made a Motion to Municipal Services review update. Carlos Garcia Jr. seconds the motion. All Board Directors present in favor, Motion carried.

4. Report on Lost Hills Community Services District formation

LAFCO approved the Lost Hills Community Services District application at its May meeting. Next will be a protest hearing, if more than 50% of the voters within the District file a written protest then the application is terminated. However if at least 25% of the registered voters protest but less than 50%, then the matter must be scheduled for a vote in November.

5. Consideration of purchase of supplemental water from the West Side Water Authority

Motion: Rosario Villasana made a Motion to Purchase 25 Acre Foot of Water for a total of \$12,500.00. Ana Martinez seconds the motion. All Board Directors present in favor, Motion carried.

6. Petition for reconsideration of lead and copper monitoring violation

Motion: Rosario Villasana made a Motion to Approve Filing a Petition for Reconsideration. Daisy Garcia seconds the motion. All Board Directors present in favor, Motion carried.

7. District Manager Agenda

(a) Consideration to Amend Silvestre Gonzalez WSL & Consider Payment Installments for Connection Fees

No action taken, we will move this item to next Board Meeting.

(b) Consider Request from Steve Payne to Pay Connection Fees on Installments

Motion: Rosario Villasana made a Motion to Approve payment of connection fees on installment of 18 months. Pioquinto Garza seconds the motion. All Board Directors present in favor, Motion carried.

(c) Consider Report to Semitropic WSD on Well Meters Calibrations

Report will be sent out this month.

(d) Report on Budget Committee

Budget committee met on June 4th.

(e) Consideration to Approve 2024-2025 Budget

Motion: Rosario Villasana made a Motion to Approve Budget Draft No.2. Ana Martinez seconds the motion. All Board Directors present in favor, Motion carried.

(f) Report on Bank Account Fraud Alert

Compromised account will soon be closed, I have a claim in process for the fraudulent activity and once that is resolved I should be able to finally closed the account. A new checking account has been opened and most of the funds have been transferred to the new account. A new feature was added to all bank accounts called Single Point to monitor account activity.

(g) Report on General Elections for November 5, 2024

I will be completing a form to the elections department for the re-election of the following Board Directors; Carlos Garcia Jr., Rosario Villasana, and Pioquinto Garza.

(h) Report on Insurance Claim at Mc Combs Rd

Insurance has approved the claim in the amount of \$11,325.00.

(i) Report on Federal Tax ID Issue

Nothing new to report.

(j) Report on Purple Monitor Data Requirements & CCAC MOU

No action taken.

(k) Consider Request from Kern County Housing Authority for will serve letter

Motion: Rosario Villasana made a Motion to Approve a Conditional Will Serve Letter which means they would need to bring their own water entitlement. Ana Martinez seconds the motion. All Board Directors present in favor, Motion carried.

8. Facilities Manager Agenda

(a) Consideration to replenish filter media

Media samples have been sent to Filtronics, I'm waiting on a cost to replenish the media, I will report at the next meeting.

(b) Consideration to repair/replace filter #1

No action taken, will report at the next meeting.

(c) Consideration to budget for new pickup.

Motion: Rosario Villasana made a Motion Approve a Budget of \$45,000.00 to purchase a semi used pick up. Pioquinto Garza seconds the motion. All Board Directors present in favor, Motion carried.

(d) Consideration on budgeting to contract labor for completion of LCRR.

Motion: Ana Martinez made a Motion to Approve a Budget of \$15,532.00. Rosario Villasana seconds the motion. All Board Directors present in favor, Motion carried.

(e) Consideration to acquire phone and internet services for the office.

Alejandro Ruiz presented a cost of \$3,289.64 for the initial hardware and a monthly cost of \$238.40 for all phone lines and internet service. Eduardo/Park offered to check if they can get a lower cost with another provider, in the meantime he assure the District will no experience any internet interruption until we find a new provider. No action taken, Eduardo will report at the next meeting.

(f) Consideration to acquire a computer/tablet to digitize plant data collection readings.

Motion: Rosario Villasana made a Motion to Approve a Budget of \$1,500.00 to purchase a computer/tablet. Pioquinto Garza seconds the motion. All Board Directors present in favor, Motion carried.

(g) Report on post new job opening for maintenance worker.

Report only no action taken.

(h) Report on Ford Maverick body shop repairs.

Repairs have been done

9. Date and location of July, 2024 meeting

July 10, 2024

10. Staff Reports

Everything has been covered under the regular agenda.

11. Customer Request &/ Complaints

None

12. Delinquency Report

Accounts No.1073, 1087, 1131, 1152, 1200, 1226, 1269, 1275, 1306 & 1343.

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Report presented, no action taken.

Alejandro Ruiz-Water

Report presented, no action taken.

VII. Board Members Report

None

VIII. Engineer Report - Amando Garza

None

IX. Next Board Meeting- **July 10, 2024.**

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

Motion: Rosario Villasana made a Motion to Approve May 20024 Accounts Payable. Ana Martinez seconds the motion. All Board Directors present in favor, Motion carried.

XI. Meeting Adjourned at 6:14PM.

Respectfully Submitted by,



Ana I. Chavez

District Manager

Lost Hills Utility District