

Lost Hills Utility District

Meeting Minutes

November 4, 2021

- I. The meeting was called to order by Board President Vidal Ballesteros at 5:05PM. Board Members in attendance were Pioquinto Garza and Amanda Rollin. Also in attendance were Amando Garza, Tom Schroeter, Mr and Mrs Ruiz, Rigo Salto, Alejandro Ruiz, Yuliana Velazquez, and Ana Chavez . Rosario Velazquez translating meeting from English to Spanish.
- II. Approval of Minutes, October 4, 7, & 22, 2021.
Motion: Pioquinto Garza made a motion to approve all minutes as submitted. Amanda Rollin seconds the motion. All Board members present in favor, Motion carried.
- III. District's Financial Report – September 2021
Sewer Month Profit: \$7,047.90 Year Profit: \$11,682.60
Water Month Profit: \$10,406.21 Year Profit: \$121,721.30
- IV. Public Time for Non-Agenda Items
Mr. Ruiz would like to let the District know, he wants to assist the District in the negotiations with Caltrans, possibly having a meeting with the community and Caltrans to let them know the community will not be in favor of the District taking a loan to pay for such a big project that should have been Caltrans responsibility.
- V. New Business
 1. Consideration of status of water availability from Semitropic Water Storage District regarding potential reduction in water availability to the Lost Hills Utility District

Semitropic wants to reduce our water allocation down to 10 acre feet. LHUD staff will be having a meeting tomorrow by zoom to discuss the possible meeting with Semitropic. Wonderful would like to be present at that meeting once it's scheduled.

2. Consideration of payment for sewer line relocation project, approval of change orders, approval of loan agreement with CalTrans and approval of amendment to agreement with Cannon Engineers
Caltrans run into our sewer line and when that happen they said it was under the District's responsibility because we were in their right of way and did not have any easements. Caltrans made a loan offer for a 10 year term, with monthly payments of \$4,000.00. Sewer Study shows we would have to raise rates to 13% for the next five years for each year. Engineer asked for copies of encroachment permit of when we put our sewer lines, but Caltrans did not provide a copy of said permit. Wonderful contacted the county and they found a copy of the encroachment permit which stated the District will be responsible to relocate its utility lines if necessary.

Manuel Cantu- Wonderful would like to ask the District no to take the loan because the residents would not be able to afford the payment, if the District accepts a loan but the residents don't approve the increase then the District would be under a loan agreement forced to pay the loan. If Caltrans sues the District they would face bad reputation for adding this cost to a low income community.

3. Report on suspension of will serve letters and annexations:

No action taken.

4. Consideration of revised conditional will serve letter for Wonderful Expansion Project

Wonderful would like to approve a conditional will serve letter stating that if we have the water and the sewer capacity we will serve the services to the project. Tom has sent the revised letter to Chris with Wonderful but has not heard back, and that's probably due to the negotiations with Semitropic.

5. Cannon Engineers Agenda Items

(a) Consideration of application for CDBG funding for 2022-2023

Deadline to apply is December 10th. Alex Ruiz recommends the I-5 crossings, one under Interstate I-5 and one old steel line that serves Denny's. Amando Garza - Budget to complete the application is \$4,000 to \$6,000, if this is a project for which we have already applied then the application process should take less time. Cannon to set up separate project invoice for this project under CDBG Grant Funding Application 2021. Motion: Pioquinto Garza made a motion to Authorize Amando Garza to apply for CDBG Funding. Amanda Rollin seconds the motion, all Board members present in favor, Motion carried.

(b) Consider contract agreement with Cannon for design and construction of booster pump and reclaim tank funded by CDBG grant.

Motion: Pioquinto Garza made a motion to approve Cannon's Engineering Services Agreement for the CDBG water treatment plant improvements project payable by CDBG. Amanda Rollin seconds the project. All Board members present in favor, Motion carried.

(c) Consideration of the following townsite pipeline relocation change orders:

(i) Change order for work through former Lalo's Market

\$59,530

(ii) Change order for water valve cover lowering

\$4,000

(iii) Change order for work on department of water resources right of way

\$49,100

(iv) Change order for fire hydrants in lieu of blow-offs

\$30,000

Motion: Amanda Rollin made a motion to approve changer orders mentioned above which will be payable by Caltrans. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

6. Consideration of Draft Financial Statement and Representation Letter from Auditor

No action taken, Mark Albert was not able to attend tonight.

7. Report on transfer of trailer registrations

Wonderful is still working on this paperwork.

8. Report on installation of office sign

Motion: Amanda Rollin made a motion to authorize Vidal Ballesteros and Alex to coordinate to put a sign together. Vidal will be donating his time to assist Alex. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

9. Facilities Manager Agenda

(a) Consideration to purchase fleet truck and report on repairs to existing fleet trucks

Alejandro Ruiz – we currently have 1 fleet truck out which is the RAM, and we don't know for sure when the shop will be able to have it ready, Wilber is currently driving the old Ford but this one has several check engine lights on so if this one is to give out Wilber will be without a work truck. I would recommend we purchase a truck so the old ford is only used as backup in the time the RAM is still out, I would recommend a Ford F-150. Vidal – would recommend the purchase of a Maverick truck since it's a much smaller truck it uses a lot less gas and the cost for a new one is a lot cheaper.

Motion: Amanda Rollin made a Motion to approve a budget of \$30,000.00 to purchase a new Ford Maverick truck. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(b) Approval of sampling stations

Alex took a class which show the appropriate sampling ports the District should have to collect the water samples. The cost is about \$3,000 per station and we need a total of 6 sampling stations. Motion: Amanda Rollin made a motion to Approve the installation of 1 sampling port every 4 months until the 6 sampling stations are completed. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(c) Approval to purchase materials for corrosion inhibitor

Motion: Amanda Rollin made a motion to approve a budget of \$5,600 to purchase the equipment for the corrosion inhibitor. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(d) Consideration to Purchase Laptop for Employee Wilber Gutierrez

Budget \$500

Motion: Pioquinto Garza made a Motion to Approve a Budget of \$500 to purchase a laptop for Employee Wilber Gutierrez. Amanda Rollin seconds the motion. All Board members present in favor, Motion carried.

10. Closed Session:

(a) Conference with legal counsel regarding initiation of litigation pursuant to Paragraph (4) of Subdivision (d) of Section 54956.9: (Two potential cases)

(b) Approval of closed session minute for regular and special meetings of October 7, 2021

Board did not go into closed session since the full Board was not present, this item will be moved to the next meeting.

11. Date and location of December meeting

December 2, 2021

12. Staff Reports

Ana – Reminder for Daisy and Vidal to please take the Ethics & Sexual Harassment Prevention Training.

13. Customer Request &/ Complaints

None

14. Delinquency Report

Accounts # 1023, 1081, 1093, 1095, 1146, 1148, 1167, 1186, 1192, 1200, 1224, 1269, 1279, 1280, 1282, 1282, 1341, 1361, 1375, 1387 & 1391.

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Llamas Plumbing - performed maintenance work to the school lift station.

Alejandro Ruiz-Water

Major repair on the main line that serves Station 76, four business down for several hours to do the repair, H & A Plumbing did maintenance service to the valves on Dudley & Badger, 1 line repair in town, F-150 repair engine tensioner and belt. Berrenda Mesa- 3" line repairs done from October 17-22

VII. Board Members Report

None

VIII. Engineer Report - Amando Garza

Everything has been covered under agenda items.

IX. Next Board Meeting- **December 2, 2021.**

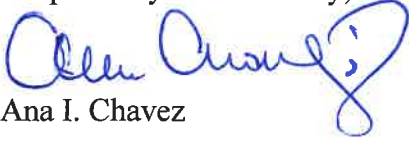
X. Approval of Accounts Payable – **October 2021.**

Add County Fund Deposit of \$200,000.00 to the water fund.

Motion: Amanda made a motion to approve October Accounts Payable. Pioquinto Garza seconds the motion. All Board members present in favor, Motion carried.

XI. Meeting adjourned at 6:30PM.

Respectfully Submitted by,



Ana I. Chavez

District Manager