

**Lost Hills Utility District**  
Meeting Minutes  
January 11, 2022

I. The Meeting was called to order by Board President Vidal Ballesteros at 5:07PM. Board Members in attendance were Carlos Garcia Jr, Amanda Rollin, Pioquinto Garza and Daisy Garcia. Also in attendance were Tom Schroeter, Amando Garza, Alejandro Ruiz, and Ana Chavez.

II. Approval of Minutes, December 2, 2021.

Motion: Amanda Rollin 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- November 2021.

Sewer Month Profit: \$2,796.15                      Year Profit: \$14,894.65

Water Month Profit: \$29,278.71                      Year Profit: \$182,411.19

IV. Public Time for Non-Agenda Items

V. New Business

1. Consideration of status of water availability from Semitropic Water Storage District regarding potential reduction to the Lost Hills Utility District

Tom- Semitropic has sent a revised budget which now includes the wells parcels, the only problem is that under their records this parcels are registered under the Lost Hill Water Company of when we took over, and even though they recognized this parcels are now own by the District, we need to change the name on the title. Motion: Amanda Rollin made a motion to Appoint Vidal Ballesteros as the Board President and Ana Chavez as the Secretary to sign the property deed to transfer Lost Hills Water Company to Lost Hills Utility District. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

2. Report on loan agreement with CalTrans

Full executed loan documents have been received and loan funds of \$485,811.00 were also received December 30<sup>th</sup>.

3. Consideration of Purchase of Property at County Treasurer's Delinquent Parcel Sale

Tom- The County sent a notice of sale of some delinquent parcels and one of those parcels is located in the Semitropic District. If the District purchases this parcel we might be able to extract more water which can total up to 60 acres, this subject to Semitropic agreeing. Motion: Pioquinto Garza made a motion to Approve Purchasing Parcel for \$4,800.00. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

4. Cannon Engineers Agenda Items

(a) Report on CDBG Application for the Water System Improvements submitted in December 13<sup>th</sup>

No action taken, application has been submitted and a copy of the application was brought for the District's files.

(b) Report on Well No. 3 Construction and on the Further funding efforts

Amando Garza- Contractor is done with the drilling of the well, the remaining components will be the wiring of the electrical.

(c) Report on Sewer line Relocation

Grant application has been submitted, Amando Garza and Ana Chavez had a meeting with state representatives regarding some documents that they need, Amando will meet with them again this Thursday.

(i) Consideration of Change Order for unforeseen conditions (concrete, unidentified piping, etc). and effort to identify, excavate and remove piping

Amando Garza- there has been some minor changes on amendment no.1, the cost will not be affected but the description detail has changed, due to this I need to request approval of the change orders of amendment no.1 which will not change the cost previously approved. Motion: Pioquinto Garza made a motion to approve the revisions to amendment no.1 without increasing its original cost. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried.

(d) Report on Status of the Townsite Piping Relocation efforts

No Action taken.

(i) Consideration of Change Order Work not previously identified.

No action taken.

(e) Report on Effort for the Pursuit of Grants for the Caltrans Sewer Relocation efforts

Amando Garza – application has been submitted, Ana and I had a meeting with state agency handling the application process, and I should have a meeting next Thursday to go over a report they need.

5. Consideration of Renewal of Agreement with David Wasserman for Cross Connection Services

Motion: Carlos Garcia Jr. made a motion to approve renewal of David Wasserman's contract. Vidal Ballesteros seconds the motion. All Board Members present in favor, Motion carried.

6. Report on annexation No. 20

No action taken.

7. Report on revised conditional will serve letter for Wonderful Expansion Project

Tom – revisions were made stating the must provide the water for their project, any upgrades our system may need to serve their project, this subject to Semitropic agreeing to the transfer of the water rights to our account.

Motion: Amanda Rollin made a motion to Approve the conditional will serve letter subject to Semitropic agreeing to the transfer of the water rights to serve the project. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

8. Consideration of Participation in National Opioid Settlements

Tom- became aware of a settlement between Attorneys General for many of the states over opioid addiction Caused by the pharmaceutical industry, this is a \$20 billion settlement in which many other public agencies are joining, I advised Ana to sign the required forms to join the settlement but if the Board decides not to join we can always withdraw. Motion: Carlos Garcia Jr., made a motion to approve continuing with the participation in the opioid settlement. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

9. Report on transfer of trailer registrations

Registration of the trailers is still in process.

10. Report on installation of office sign

Alejandro Ruiz – presented the most recent quotes with the changes requested at the previous meeting.

Motion: Amanda Rollin made a motion to Approve the sign quote for \$6,944.19. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

11. District Manager Agenda

(a) Consideration of hiring a cleaning position

No action taken, committee should be meeting this month.

(b) Report and Consideration of Christmas gifts employees

No action taken, committee should be meeting this month.

(c) Consideration of adjusting water usage for Woodruff

Motion: Daisy Garcia made a motion to Approve waiving the water usage charge of \$9,539.16 and replace it with \$4,158.40. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(d) Consideration to provide Covid rapid test kits to employees

Motion: Daisy Garcia made a motion to Authorize Ana Chavez to purchase 5 rapid test kits to distribute 1 to each employee. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

12. Facilities Manager Agenda

(a) Consideration of PG&E fleet program for electric vehicles

Alejandro Ruiz-presented the cost but it's too high since the District would need invest in the infrastructure, no action taken.

13. Date and location of February, 2022 meeting

February 3, 2022.

14. Staff Reports

Ana – I was able to submit a late application under the arrearages application for a total of 8 accounts. We have a lot of accounts with past due balances but not from the dates that are covered under that program.

15. Customer Request &/ Complaints

None

16. Delinquency Report

Accounts No.1081, 1095, 1116, 1146, 1148, 1192, 1200, 1214, 1257, 1259, 1269, 1271, 1275, 1279, 1282, 1300, 1350, 1387, & 1391.

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Report more than usual dumping of paper, wipes, and rags in the sewer.

Alejandro Ruiz-Water

Specialty installed two hydrants along Highway 46 by 7-Eleven and the wastewater facility. At the Berrenda Mesa area we had 5 main leak repairs this month.

VII. Board Members Report- None.

VIII. Engineer Report - Amando Garza

IX. Next Board Meeting- February 3, 2022.

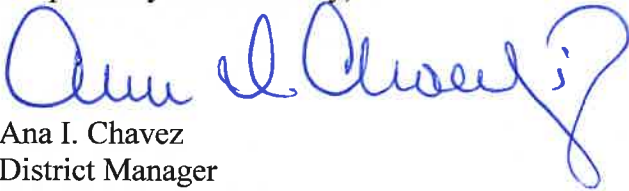
X. Approval of Accounts Payable – December 2021.

Add: Bakersfield Well Pump Pay Request No.1 \$129,241.25

Motion: Carlos Garcia Jr., made a motion to Approve December 2021 Accounts Payable. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

XI. Meeting Adjourned at 6:21PM.

Respectfully Submitted by,



Ana I. Chavez  
District Manager  
Lost Hills Utility District