

**Lost Hills Utility District**  
Meeting Minutes  
March 3, 2022

I. The meeting was called to order by Board President Vidal Ballesteros at 5:01PM. Board Members in attendance were Daisy Garcia and Pioquinto Garza. Also in attendance were Tom Schroeter, Amando Garza, Alejandro Ruiz, Wilber Gutierrez, Yuliana Velazquez and Ana Chavez.

II. Approval of Minutes, February 3, 2022.

Motion: Pioquinto Garza made a motion to approve minutes as submitted, Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

III. District's Financial Report – January 2022

Sewer Month Profit: \$1,141.46      Year Profit: \$14,220.59  
Water Month Profit: \$769.60      Year Profit: \$182,574.21

IV. Public Time for Non-Agenda Items

None

V. New Business

1. Consideration of increase in sewer and water rates and connection fees pursuant to the Construction cost index

Tom Schroeter- Based on the research in order to increase the water rates the District would need to send a public hearing notice to all customers since the last approved was back in 2016. Motion: Pioquinto Garza made a motion to Authorize Staff to start Prop 218 process and send notices to all customers proposing an increase of 7.4% by the Construction Cost Index Increase. Vidal Ballesteros seconds the motion. All Board Members present in favor, Motion carried.

This does not apply to the sewer rate since the last inflationary adjustment was back in 2008 prior to the adoption of Section 57756 which requires a five year limit without having to follow Proposition 218 proceeding. Connection fees or construction water rates are not subject to Prop 218 proceeding. Motion: Vidal Ballesteros made a motion to Approve the increase of the monthly sewer rate by 7.4% per the construction cost index increase, construction water rate & rental fee and a Resolution to raise sewer connection fees by \$100.00 and sewer & water connection fees by 7.4%. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

2. Consideration of Ordinance requiring all new applicants for water service to provide their own water

Motion: Pioquinto Garza made a motion to Approve Ordinance requiring new customers to bring their own water to the District. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

3. Consideration of Resolution recommended by the Water Board to approve Environmental findings for the sewer relocation funding and posting of notice of determination and Assemblyman Salas and Senator Hurtado letters of support

Amando – District needs to approve the environmental documents as a formality for the sewer relocations grant application. Motion: Daisy Garcia made a motion to Approve Resolution adopting the negative declaration, mitigation monitoring reporting, and addendum. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

4. Cannon Engineers Agenda Items

(a) Consideration of payment request No. 10 for Specialty Construction for \$71,239.15 Covered by Caltrans

Motion: Pioquinto Garza made a motion to Approve Payment Request No.10. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

(b) Payment request No. 5 (payment retention) for \$17,617.20 by Todd Company

Amando – Todd is requesting the retention amount since the project is almost complete the only portion left is to do the manholes but this can't be done until the widening is complete, they have signed the amendment required to comply with state requirements for the grant application.

Motion: Pioquinto Garza made a motion to Approve Retention Payment. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

5. Report on approval of funding for the remainder of Well No. 3 and consideration of:

(a) Notice of intent:

Motion: Daisy Garcia made a motion to Approve Notice of Intent for the New Well Project grant project. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(b) Agreement with Bakersfield Well and Pump:

No action taken.

(c) Agreement with Energy Systems on computer integration and instrumentation.

Scada contractor for the new well project, cost has gone up since the beginning of the project now to 36,043.00 this amount will come from the grant, the district will have an agreement directly with ESE

Motion: Pioquinto Garza made a motion to Approve entering into an agreement with ESE. Vidal Ballesteros seconds the motion. All Board Members present in favor, Motion carried.

6. Report on annexation No. 20 and consider staff recommendations

Tom sent revised will serve letter and resolution, District has not heard back from them. Manuel Cantu will let them know to get back to Tom.

7. Report on Purchase of Property at County Treasurer's Delinquent Parcel Sale

Semitropic property would only give us 2 acre feet with existing law, with old agreement 60acre feet until 2030. Motion: Pioquinto Garza made a motion to approve purchasing property. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

8. Report on acceptance and irrevocable offer of dedication for improvements and revised will serve letter in tract 7367

Tom sent letter to the county as requested by Chad Givens and the acceptance letter to give the District the improvements has not been returned to the District. Manuel Cantu will also follow up on this.

9. Report on request by Balbir Singh for information on his will serve letter

Mr. Singh has paid all connection fees, Tom informed his Engineer we have no water at the moment, we have not heard back from him.

10. Report on transfer of trailer registrations

Wonderful has not gotten the documents to register the trailers under the districts name yet.

11. Report on Opioid settlement

No action taken.

12. District Manager Agenda

(a) Report on resignation of Director Amanda Rollin

Resignation letter was received February 14, 2022.

(b) Report on committee for posting cleaning services position and Christmas gift for employees

Motion: Daisy Garcia made a motion to Approve posting cleaning services position for two weeks at office, post office and el Toro Loco supermarket. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(c) Report on nominations for special district representatives for Kern Local Agency Formation Commission

No action taken.

(d) Consider submission of grant application for the Poso Creek IRWMP

Due date to apply is summer of 2022

Motion: Daisy Garcia made a motion to apply for the Berrenda Mesa projects, tanks and 3.6 miles water line. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

13. Facilities Manager Agenda Items

(a) Consider approval for the hotel and car rental for the CRWA Expo for Alejandro Ruiz

Motion: Pioquinto Garza made a motion to Approve hotel stay from April 24-28<sup>th</sup> and Authorize Employee to take work truck. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

(b) Report on the status of fleet trucks

New truck is expected to arrive by the end of August and Ram is expected to be repaired by the end of this month.

(c) Consider Approval to Purchase Grinder Motor from JWC Environmental

Motion: Pioquinto Garza made a motion to Authorize the purchase of an Automatic Motor for the Grinder from JWC Environmental. Vidal Ballesteros seconds the motion. All Board Members present in favor, Motion carried.

14. CLOSED SESSION: In at 6:10PM and Out 6:24PM

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

No action taken

2. Conference with Labor Negotiators Agency Designated Representatives: District Manager  
Unrepresented Employee: Wilber Gutierrez

Open Session – Action

Motion: Pioquinto Garza made a Motion to Approve 1<sup>st</sup> phase of 10.94% hourly rate increase for this year and re-visit in one year for the same amount for the 2<sup>nd</sup> phase. Vidal Ballesteros seconds the motion. All Board Members present in favor, Motion carried.

15. Date and location of April 2022 meeting

April 7, 2022.

16. Staff Reports

Staff reported to be collecting support letters in case we need to send those out to the county and state representatives, in support of the District's sewer relocations project grant application.

17. Customer Request &/ Complaints

Motion: Daisy Garcia made a motion to stop monthly second trailer penalty and sewer charges since trailer has been disconnected and waive January & February Charges. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

18. Delinquency Report

Yuliana sent letters to all customers who are delinquent asking them to contact us to enter into a payment plan agreement to help them get caught up. As of today some have brought payments but no one has asked to enter into a payment plan agreement.

VI. Maintenance & Operations Report

Alejandro Ruiz/Wastewater – Everything is running fine.

Alejandro Ruiz/Water- On the Berrenda Mesa Area we had 4 leaks, in Town we eliminated a service connection on Inyo Street.

VII. Board Members Report

Asked if we can do any research on any good water we can drill water in our area.

VIII. Engineer Report – Amando Garza

IX. Next Board Meeting – April 7, 2022.

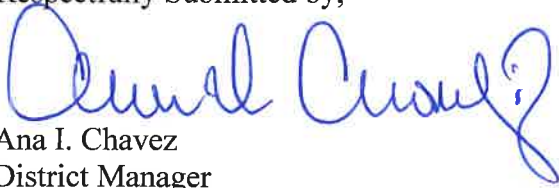
X. Approval of Accounts Payable – February 2022.

Add Rosario Villasana for translation services.

Motion: Daisy Garcia made a motion to Approve February Accounts Payables. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

XI. Meeting Adjourned at 6:41PM.

Respectfully Submitted by,



Ana I. Chavez  
District Manager  
Lost Hills Utility District