

Lost Hills Utility District
Meeting Minutes
October 1, 2020

- I. The Meeting was called to Order by Board Director Amanda Rollin. Board Members in attendance were Pioquinto Garza, Carlos Garcia Jr., and Daisy Garcia. Also in attendance were Thomas Schroter, Alejandro Ruiz, Yuliana Velazquez and Ana Chavez.
- II. Approval of Minutes – September 3, 2020.
Motion: Pioquinto Garza made a motion to Approve Minutes as Submitted. Carlos Garcia Jr., second the motion. All Board Members present in favor, Motion carried.
- III. District’s Financial Report – August 2020.
Sewer Month Profit: \$5,221.79 Year Profit: \$7,131.53
Water Month Profit: \$37,800.62 Year Profit: \$76,818.02
- IV. Public Time for Non-Agenda Items
None
- V. New Business
 1. Report on District new water well funding
(a) Consider resolution adopting 2019 Poso Creek Integrated Regional Water Management Plan Update
Motion: Amanda Rollin made a Motion to Adopt Resolution Adopting the 2019 Poso Creek Integrated Regional Water Management Plant update. Carlos Garcia Jr., seconds the motion. All Board Members present in favor, Motion carried.
 2. Consideration of Unconditional Will Serve Letter to provide sewer and water service to tract 7637 (Wonderful 21 Home Subdivision)
Motion: Carlos Garcia Jr., Approve modification of unconditional will serve letter for subdivision to modify the 1 year requirement for completion of the subdivider’s project to include that the subdivider will pay for the sewer and water service that will be expected from each home that has not been completed within the 1 year until the home is sold and begins utilizing the services, with the form and details of the foregoing to be subject to the approval of the district manager and district’s attorney. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.
 3. Consideration of award and report from Cannon Engineers
 - (a) Consider award of contract for sewer line realignment
Per Engineer Report the lowest bidder was Todd Companies for \$161,000, the engineer had estimated this project to be around \$120K, at this point the Engineer only needs approval to award the project to Todd Companies. This will have to be covered by the District and not by Caltrans. Motion: Pioquinto Garza made a Motion to Award the project to Todd Companies for \$161,000.00. Carlos Garcia Jr., seconds the motion. All Board Members present in favor, Motion carried.
 - (b) Report on townsite pipeline relocation update
Per Engineer’s report Specialty Construction may need to use the sewer plant property to store its equipment while they work on the pipeline relocation project. Tom Schoreter- if that is the case they will need to sign a license agreement setting forth the terms and conditions of using District’s property. Motion: Daisy Garcia made a motion to Authorize Specialty Construction to use District’s property subject to signing a license agreement with the District. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried.

- (c) Report on wastewater plan study report
No Action taken.
- (d) Report on new water well funding
No action taken.
4. Report on installation of modular
Construction still in progress.
5. Report on Wonderful High School annexation
Tom Schroeter- Lafco approved the annexation on September 23, 2020.
6. Elections report update
Ana – Elections Dept states we should be receiving oath’s of office by November.
7. District manager agenda items
(a) Request to Waive Late Fee Charges on Acct# 2036
Customer provided evidence he posted his online payment ahead of time to assure we received it on time but it still came after the books were closed. Motion: Amanda Rollin made a motion to Approve a one-time late fee waiver of \$201.39. Daisy Garcia seconds the motion. All Board Members present in favor. Motion carried.
(b) Request to Waive Charges on Acct#3047
Customer states they cannot pay the pre-petition charges of \$58.04 while they were on bankruptcy process. No action taken, Tom Schroeter will review the documents they sent.
8. Facilities manager agenda items
(a) Shop alarm security system
Motion: Pioquinto Garza made a motion to Approve Alarm Security System of \$571.00. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried.
(b) Storage tanks inspection and cleaning
Motion: Carlos Garcia Jr., made a motion to Approve Liquid Engineering for \$4,130.00 for the inspection and repair of the tanks. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.
(c) Blackwell tank site pump control replacement
Alejandro Ruiz- electrical panels are very old and about to give up, I have obtained a quote from Energy Systems Engineering to replace those and I have also asked him to include connecting those to the scada system which would save us a lot of time and gas to be able to see on our computer what’s happening rather than have to drive out there to check. Ana- this is at the BM area so the District would pay first but then bill the customers for the recovery of maintenance & repairs. Motion: Carlos Garcia Jr. made a motion to Approve Energy Systems Engineering for \$22,690.00. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.
9. Date and location of November meeting
November 5, 2020.
10. Customer Request &/ Complaints
None
11. Staff Reports
Report sent along with agenda packet.
12. Delinquency Report

Accounts Number: 1004, 1020, 1023, 1054, 1056, 1075, 1095, 1099, 1186, 1199, 1218, 1269, 1280, 1317, 1378, 1391, 2025, 2048, & 2078.

- VI. Maintenance & Operations Report
 - Alejandro Ruiz-Wastewater
Report sent along with Board Member packet.
 - Alejandro Ruiz-Water
Report sent along with Board Member packet.
- VII. Board Members Report – None
- VIII. Engineer Report - Amando Garza – None
- IX. Next Board Meeting- **November 5, 2020.**
- X. Approval of Accounts Payable - **September 2020**
 - Add: Argo Chemical \$6,619.50
 - Digital Deployment \$200
 - Wasco True Value \$75.00
 - Motion: Daisy Garcia made a Motion to Approve September 2020 Accounts Payable.
Carlos Garcia Jr., seconds the motion. Motion carried.
- XI. Meeting Adjourned at 5:40PM.

Respectfully Submitted by,



Ana I. Chavez

District Manager

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