

# LOST HILLS UTILITY DISTRICT

Meeting Minutes  
September 2, 2021

1. The Meeting was called to order at 5:11PM by Board President Vidal Ballesteros. Board Members in attendance were Pioquinto Garza, Daisy Garcia, Amanda Rollin and Carlos Garcia Jr. Also in attendance was Thomas Schroeter, Amando Garza, Yuliana Velazquez and Ana Chavez.
- II. Approval of Minutes. August 5, 2021.  
Motion: Pioquinto Garza made a motion to Approve Minutes as submitted. Daisy Garcia seconds the motion. All Board Members in attendance in favor, Motion carried.
- III. District's Financial Report- July 2021.  
Sewer Month Loss: (\$506.12)      Year Profit: (\$506.12)  
Water Month Profit: \$50,725.14      Year Profit: \$50,725.14
- IV. Public Time for Non-Agenda Items  
None
- V. New Business
  1. Consideration of revised annexation agreement for Wonderful tract 7368 (49 homes)  
Annexation of the airport for the 49 homes development, Wonderful requested to be allowed to pay connection fees until the annexation is approved by Lafco subject to them paying full connection fees within 60 days of annexation approval. Lafco agreed to our terms and will wait 60 days to confirm with the District that full connection fees have been paid before final annexation certificate can be filed.  
Motion: Daisy Garcia made a motion to approve filing application of Annexation No. 20, authorize president to sign letter to Lafco stating we agreed with this process. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.
  2. Consideration of Wonderful Expansion Project conditional will serve letter  
Wonderful has proposed a further expansion project on the airport and south of Hwy 46, since this is a much bigger project the District does not have the water capacity so Wonderful would need to provide the water and make the necessary upgrades on the water treatment plant as well as the waste water treatment plant and disposal. Ana send them an email requesting a \$10,000 deposit for legal & engineering review cost and to also make full payment of unpaid invoices for other projects before Tom and Amando can start working on their request. Motion: Carlos Garcia Jr made a Motion to Authorize Staff to start working on this request once \$10,000 deposit and full payment of unpaid invoices has been received. Pioquinto Garza seconds the motion. All Board members present in favor, Motion carried.
  3. Cannon Engineers Agenda Items
    - (a) Townsite pipeline relocation  
Lalo's market is now removed, Specialty Construction will be back next Tuesday to finish that section, and other sections found that need work.
    - (b) Sewer pipeline  
On hold until we get encroachment from DWR, they had some questions for which Amando has already responded, time and materials will be followed for the sewer relocations that were missed to be cover by Caltrans funding.

(c) Well No. 3 Project

PG & E will start to work on the transformer very soon.

(d) Waste Water Treatment Plant Study

The Division of Financial Assistance will be working on a draft funding agreement for the waste water treatment plant study plan and planning design in the September-October timeframe.

On a separate item, CDBG-circulated the design agreement for the pumps at the water treatment plant, this has been approved at prior meetings.

4. Requests for service:

(a) OQP Homes (6 requests)

Motion: Carlos Garcia Jr. Made a motion to approve Will Serve Letters. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

(b) Jose Murillo

Motion: Daisy Garcia made a motion to Approve Will Serve Letter and Approve 18 month installments agreement for water and sewer connection fees subject to \$1,000 down payment. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

(c) Lorena Garcia

Motion: Carlos Garcia Jr., made a Motion to Approve Will Serve Letter for existing services which has already been issued. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

5. Consideration of Blackwell Village Internet License Agreement

Motion: Pioquinto Garza made a motion to Approve Internet License Agreement with Wonderful. Carlos Garcia Jr., seconds the motion. All Board Members present in favor, Motion carried.

6. Consideration of replacement of power pole at Blackwell Village

JTI Electric provided a quote for \$10,655.08, since this was a safety hazard since the electric poll was about to fall down, no additional quotes were obtained to speed up the process of getting it replaced. Motion: Amanda Rollin made a motion to Approve repair of power pole for \$10,655.08. Daisy Garcia seconds the motion. All Board Members in favor, Motion carried.

7. Consideration of sewer line easements across airport

Motion: Carlos Garcia Jr. made a motion to Approve Easement from Wonderful subject to Amando's review and approval. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

8. Report on transfer of trailer registrations

Wonderful reports all paperwork has been submitted to the Department of Housing and Community Development but they are still waiting to hear back from them.

9. Report on installation of office sign

Wonderful has paid for the sign but the company has not been able to complete the sign and installation.

10. Report on Agreement with GEI to prepare SAFER grant application

GEI is now working on the application for SAFER grant funding.

11. Facilities Manager Agenda Items

a) Consideration to replace storage tank at Blackwell Village

Ana and Amando try to find out if there's any grant money we can pursuit for this project since this location does serve a low income housing community and the amount to replace this tank will be high to be allocated to those customers only.

12. District Manager Agenda Items

a) Consider Renewal of Employees Health Insurance with a 2.76% premium increase  
From 1,913.24 to 1,965.95

Motion: Pioquinto Garza made a Motion to Approve new premium increase of 2.76%.  
Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

13. Closed Session: Conference with legal counsel regarding initiation of litigation pursuant to Paragraph (4) of Subdivision (d) of Section 54956.9: (One potential case)  
Closed session started at 5:39PM and ended at 5:44PM. No action taken.

14. Date and location of October meeting  
October 7, 2021.

15. Staff Reports  
Report presented.

16. Customer Request &/ Complaints  
None

17. Delinquency Report  
Accounts: 1020, 1023, 1031, 1081, 1107, 1107, 1185, 1186, 1214, 1257, 1259, 1269, 1282, 1385, 1387 & 1391.

VI. Maintenance & Operations Report  
Alejandro Ruiz-Wastewater  
Report not available until next meeting.  
Alejandro Ruiz-Water  
Report no available until next meeting.

VII. Board Members Report  
None

VIII. Engineer Report - Amando Garza  
None

IX. Next Board Meeting- **October 7, 2021.**

X. Approval of Accounts Payable – August 2021.

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

XI. Meeting Adjourned at 5:58PM

Respectfully Submitted by,



Ana I. Chavez

District Manager

Lost Hills Utility District