

**Lost Hills Utility District**  
Meeting Minutes  
June 9, 2021

I. The meeting was called to order by 5:03PM by Vidal Ballesteros. Board Directors in attendance were Amanda Rollin, Pioquinto Garza, Carlos Garcia Jr., and Daisy Garcia. Also present was Tom Schroeter, Amando Garza, Yuliana Velazquez, Alejandro Ruiz, and Ana Chavez. Rosario Velazquez was present to translate the meeting.

II. Approval of Minutes **May 12, 2021.**

Motion: Amanda Rollin made a Motion to Approve Minutes as submitted. Carlos Garcia Jr., seconds the motion. All Board Directors present in favor, Motion carried.

III. District's Financial Report – April 2021.

Sewer Month Profit: \$5,079.55	Year Profit: \$44,721.37
Water Month Profit: \$59,377.51	Year Profit: \$369,570.58

IV. Public Time for Non-Agenda Items

Saul Ruiz – would like to ask when there's a shut off to let customers know ahead of time, he also complaint about comments made by Mr. Ballesteros at one of the meetings Mr. Ruiz organized.

Jesus Alonso- water shut offs without notice during very hot weather should not be made, even if the maintenance was scheduled those should be canceled if the weather is too hot.

District Staff- explained that on May 31<sup>st</sup> Maintenance personnel did schedule a maintenance on the valves without giving proper notice. Unfortunately several events made this shut off last longer than expected, the first was that the plumbing company turned off one valve before 8am without notifying District personnel, so a section of homes were without water since 8am, the second event was that while doing the maintenance the plumber hit a line and the repair to that line lasted an additional 6 hours which caused a section of homes on the East of Woodward for Badger and Inyo St. to be without water from 8am to 6pm, but again District personnel thought the water was off from Noon to 6pm until customer Saul Ruiz called Alex to complaint why was the water off since that morning until very late is when District personnel found out the plumbing company turned off one valve early in the morning without letting them know.

**ADDENDUM TO AGENDA**

Tom Schroeter would like to let the Board know GEI sent information that needs to be discussed at tonight's meeting but is not on the agenda since it was received a few hours before the meeting started, and would like to get Board Approval to add GEI to the Agenda.

**Motion:** Amanda Rollin made a motion to add Consideration to Authorize GEI to process additional funding under SAFER grant application process. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried. Item will be discussed towards the end of the agenda.

V. New Business

1. Report on Escrow with Wonderful to purchase old office property and consider seventh amendment to purchase agreement and grant of sewer line easement

Pioquinto Garza recuse himself from this item.

**Motion:** Daisy Garcia made a Motion to Approve the Revised 7<sup>th</sup> Amendment to the Purchase Agreement. Carlos Garcia Jr., seconds the motion. Directors in favor; all, except Pioquinto Garza who recused himself from this item.

2. Consideration of ordinance to rescind connection fee

Amanda Rollin made a Motion to approve Ordinance No.2-2021 to rescind connection fee of those customers who owe more than what they paid on their connection fee. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

3. Consideration of report on corrosion and discoloration of water and corrosion inhibitor implementation

Amando Garza reports the he has talked to the Water Division and it appears they will authorize the District to implement the corrosion inhibitor without having to do a full study as they had requested previously. Board has directed Amando Garza to get quotes to conduct a full water quality study and present those at the next regular meeting.

4. Cannon Engineer's agenda items

(a) Report on change order request to reduce project size of Well No. 3

Amando Garza scheduled to new budget to 1.1Million to give room for change orders, and is waiting for environmental report to be completed to go to the next step.

(b) Submittal of Kern County Well Permit for Well No. 3 Project

Permit application has been submitted to the County, and once approved they would allow us to drill the well.

(c) Report on Department of Water Resources encroachment permit and final construction work regarding townsite water pipeline

No action taken.

(d) Consideration of request to scan all historic annexation documents

Amando will scan some of the documentss he has at his office and will provide a copy to the District, for larger files he will need to get an outsource company to do it, Tom also has files to be scan, and District personnel to also work on files that need to be scanned.

Daisy disconnected 5:58PM

**Motion:** Pioquinto Garza made a Motion to Authorize Ana Chavez to scan District historic documents. Carlos Garcia Jr., seconds the motion. All Board Members present in favor, Motion carried. Absent: Daisy Garcia.

5. Report on letter to CalTrans on District's financial condition and inability to pay for remainder of sewer pipeline relocations

No action taken.

6. Consideration of resolution confirming posting of ordinance

Motion: Amanda Rollin made a Motion to confirm Ordinance No. 2-2021 has been posted. Vidal Ballesteros seconds the motion. All Board Members present in favor, Motion carried. Absent: Daisy Garcia.

7. Approve amended will serve letter for Don Guinn/Steve Payne

Letter has been issued, connections have been paid

**Motion:** Amanda Rollin made a Motion to approve letter for Don Guinn/Steve Payne. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Daisy Garcia.

8. Report on water banking with Lost Hills Water District

As of December 2020 the District has 563 acre feet banked with Lost Hills Water District.

9. Report on Public Records Act requests

No action taken.

10. District manager agenda items

(a) Consideration of report from budget committee

Committee was not able to meet last month but will schedule it for this month of June and report at the July 1<sup>st</sup> meeting.

(b) Report on CAB Meeting

Ana Chavez- reported she was invited to attend a meeting with CAB who is in charge of maintaining the parks and recreation, street lighting, landscaping services and community activities. At that meeting they talked about their plan of becoming a community services district and want to know if the District would oppose to this or have questions. Board-contact Manuel Cantu to see if he can attend a special meeting via zoom to answer several questions the Board Members and Attorney have on regards them wanting to become a CSD.

11. Facilities manager agenda items

(a) Consideration of Cancellation of Aramark contract and purchase of employee uniforms  
Alex Ruiz to get cost of uniforms and present at the next meeting.

**SPECIAL MEETING ITEM**

- a) Consideration of Agreement with Lucille Holt for grant writing services;
- b) Consideration of Application for a Proposition 68 Grant to support operations and management of disadvantaged community drinking water facilities.

**Motion:** Carlos Garcia Jr., made a motion to Approve Agreement with Lucille Holt and Authorize her to apply for grant funding under Proposition 68. Pioquinto Garza seconds the motion. All Board Member present in favor, Motion carried. Absent: Daisy Garcia.

**ADDEDNUM TO AGENDA UNDER SECTION 54954.2**

**Motion:** Amanda Rollin made a motion to Authorize GEI to process additional funding under SAFER grant application process. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Daisy Garcia.

12. Date and location of July meeting

July 1<sup>st</sup> via zoom

13. Customer Request &/ Complaints

Acct #2022 is requesting a late fee waiver of \$103.69

**Motion:** Amanda Rollin made a motion to deny the request. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

14. Staff Reports

Ana Chavez - 2020 Consumer Confidence Report was mailed out to all customers on June 1<sup>st</sup>, and certification to the state has been mailed out, just not uploaded to the states website because that tool is currently not working.

15. Delinquency Report

Accounts No. 1023, 1081, 1095, 1133, 1224, 1259, 1279, 1300, 1341, 1350, 1361, 1387, and 1391.

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Allied did a follow up with a second weed control on the Ponds on Friday May 28<sup>th</sup>.

Alejandro Ruiz-Water

Several leaks during the month, report has been sent out to all Board Members with details of all leak locations.

VII. Board Members Report- None

VIII. Engineer Report - Amando Garza – None

IX. Next Board Meeting- **July 1, 2021.**

X. Approval of Accounts Payable – May 2021

Add Fermin Medina \$1,500.00 for diskings ponds.

**Motion:** Pioquinto Garza made a Motion to Approve Accounts Payables. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried. Absent- Daisy Garcia.  
XI. Meeting Adjourned at 6:49PM.

Respectfully Submitted by,



Ana I. Chavez

District Manager

Lost Hills Utility District