

LOST HILLS UTILITY DISTRICT

Minutes
July 6, 2023

- I. The meeting was called to order at 5:17 PM. Board Members in attendance were Rosario Villasana, Pioquinto Garza, and Carlos Garcia Jr. Also in attendance were Thomas Schroeter, Amando Garza, Alejandro Ruiz, Yuliana Velazquez and Ana Chavez.
- II. Approval of Minutes **June 1, 2023.**
Motion: Rosario Villasana 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- **May 2023.**
Sewer Month Loss: (\$383.01) Year Profit: \$72,841.68
Water Month Loss: (\$12,327.37) Year Profit: \$186,861.18
- IV. Public Time for Non-Agenda Items
Eneida- would like the District to prioritize the residents of Lost Hills for new water services if those become available in the future. Saul Ruiz – continues having built up on swamp coolers and wants to know what we are doing to fix it. Alex Ruiz/Facilities Manager – explained a new inhibitor has been implemented for one month already at the water treatment plant, and the purpose of this new inhibitor is to reduce the calcium built up but it may take up to a year to actually show some results.
- V. New Business
 1. Cannon Engineers recommendations:
 - (a) Consideration of Change Order No. 32 with Specialty Construction for soil compaction testing
Motion: Rosario Villasana made a Motion to Approve Change Order No.32 for \$1,416.86. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.
 - (b) Consideration of Change Order No. 33 with Specialty Construction for deletion of work consisting of piping removal
\$21,750.00 credit back to the water line project
Motion: Pioquinto Garza made a Motion to Approve Change Order No.33 which will credit \$21,750.00 back to the project. Rosario Villasana seconds the motion. All Board Members present in favor, Motion carried.
 - (c) Consideration of payment request No. 13 of the Townsite Water Pipeline Relocation with Specialty Construction
\$65,860.36 (35,500.00 sewer)
Motion: Rosario Villasana made a Motion to Approve Change Order No.13 which allocates \$35,500.00 to the sewer project from the \$65,860.36. Carlos Garcia Jr., seconds the motion. All Board Members present in favor, Motion carried.
 2. Report on transfer of registration of office trailers
Nothing new to report.
 3. Report on SWP Table A water, Article 21 water, and Lower River Water availability
LHWD made an agreement to join Kern County Water Agency and Mojave for further banking facilities.
Motion: Rosario Villasana made a motion to Authorize signing an agreement with the Kern County Agency banking program. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.
LHWD made agreement with Mojave Agency to bank water, they asked if we want to participate and join them. Motion: Pioquinto Garza made a Motion to Approve signing agreement to join the banking program. Carlos Garcia Jr. seconds the motion. All Boar Members present in favor, Motion carried.
 4. District Manager Agenda
 - (a) Presentation and Discussion of Water Rate Study Report
Quote to handle the hearing notice process is for \$4,500.00
Motion: Rosario Villasana made a Motion to Approve Service Agreement with RDN to handle Prop 218 hearing process. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(b) Consideration to Approve Letter of Intent to Participate in the Kern County Multi- Jurisdictional Hazard Mitigation Planning and Authorize President to Sign

Motion: Rosario Villasana made a Motion to Approve letter and Authorize president to sign. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(d) Consideration to Authorize Staff to begin Audit 2022.2023 with Mark Albert & Associates

Motion: Rosario Villasana made a motion to Authorize Ana Chavez to begin the audit process with Albert & Associates. Pioquinto Garza second the motion. All Board Members present in favor, Motion carried.

(e) Report on Free Energy Efficiency Assessment by CRWA

District Manager & Facilities Manager met with a representative of CRWA and provided electricity records for all facilities to help with a free energy efficiency assessment.

(f) Report on Backup Generator Program

Lucille Holt submitted an application for the backup generator program and received response that the District will be receiving grant funding for this but did not provide a date yet.

(g) Report on Public Records Request for June 2023

Staff presented both records, report only no action taken.

(h) Report on the next Leadership Conference for Special Districts and consider Board Members & District Manager attendance

Motion: Rosario Villasana made a Motion to Authorize District Manager Ana Chavez and Board Members to Attend Conference, District will cover class, hotel and travel expenses related to the conference. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

5. Facilities Manager Agenda

(a) Approval to sell As-Is Ford F-150 & RAM to highest bidder

Ford F150

Highest bid was from Rafael Garibay for \$1,800.00

Ram

Highest bid was from Andres Acosta or \$8,500.00

Motion: Rosario Villasana made a Motion to sell both trucks to highest bidder. Pioquinto Garza seconds the motion. All Board members present in favor, Motion carried.

(b) Report on chlorine residual on water distribution system

Report only, chlorine residual was low and showed no indication of the stained clothes reported by the customer with the concentration found.

(c) Consideration to change office turf to DG

Alex presented quotes \$85,871 for turf and \$28,000 for gravel, report only no action taken.

(d) Approval repair/replacement of WWTP aerator

Cost to rebuild is \$4,863 and \$14,575 for a new motor

Motion: Rosario Villasana made a Motion to approve repair of motor. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(e) Consideration to approve replacement AC for VFD at Brown Material Pumping plant

Motion: Rosario Villasana made a Motion to Authorize repair for \$6,484.36, Pioquinto Garza seconds the motion. All Board Members present in favor, motion carried.

6. CLOSED SESSION:

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

(b) Approval of closed session minutes from May 4 and June 1, 2023

No action taken.

7. Date and location of August, 2023 meeting

August 3, 2023

8. Staff Reports

None.

9. Customer Request &/ Complaints

21383 Tulare Street- Informed District staff he felt the water was staining his dark clothes and when he showered the water smelled like sewer.

10. Delinquency Report

Accounts

No.1013,1023,1060,1093,1107,1124,1131,1135,1148,1200,1226,1262,1266,1281,1304,1317,1343,1350,1361,1371,1406,1416,1419,&1420.

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Everything running good, still waiting for the aerator repair.

Alejandro Ruiz-Water

VFD pump replaced June 2nd, Inhibitor CP1236 dosing began June 7th, 1 service meter replaced, and other minor maintenance repairs.

VII. Board Members Report

None

VIII. Engineer Report - Amando Garza

None

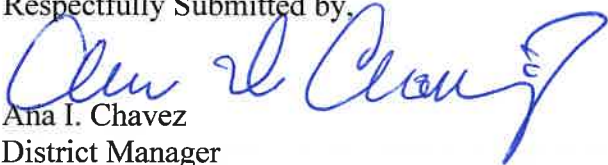
IX. Next Board Meeting- **August 3, 2023.**

X. Approval of Accounts Payable – **June 2023.**

Motion: Rosario Villasana made a Motion to Approve June 2023 Accounts Payable. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

XI. Meeting Adjourned at 6:06PM

Respectfully Submitted by,



Ana I. Chavez

District Manager