

Lost Hills Utility District
Meeting Minutes
February 3, 2022

I. The meeting was called to order by Board President Vidal Ballesteros at 5:03PM. Board Members in attendance were Pioquinto Garza, Amanda Rollin, Daisy Garcia, and Carlos Garcia Jr. Also in attendance were Thomas Schroeter, Amando Garza, Alejandro Ruiz, Yuliana Velazquez and Ana Chavez.

II. Approval of Minutes – January 11, 2022.

Motion: Amanda Rollin 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-December 2021.

Sewer Month Loss: (\$1,815.52) Year Profit: \$13,079.13
Water Month Loss: (\$606.58) Year Profit: \$181,804.61

IV. Public Time for Non Agenda Items

None

V. New Business

1. Report on status of water availability from Semitropic Water Storage District regarding potential reduction to the Lost Hills Utility District

Tom Schroeter- reduction of water entitlement will start after the year 2030 and if followed by the plan Semitropic has we would not be able to serve our existing customers by 2035. Wonderful had offered their legal team assistance but has stepped down from any future negotiations. If the District wants to keep growing a new ordinance will need to be adopted stating new projects need to bring their own water.

2. Consideration of Agreement for construction and installation of office sign

The sign company Wayfinders had previously been approved for the amount of \$6,944.19, but they sent a formal contract in which Tom crossed out a few items. Need Board approval authorizing the president to sign contract. Daisy Garcia made a motion to approve President to sign Wayfinders sales agreement. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

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

Ana is waiting to receive the formal agreement to purchase the property from the County, no action taken.

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

No action taken, staff will review if this automatic construction cost index increase is subject to the 5 year protection established by Prop 218 and report at the next meeting.

5. Cannon Engineers Agenda Items

(a) Consideration of change order for lowering of G5 valve cans

Change Order No.22 \$5,629.41

(b) Consideration of change order for removal of K-Rail (see Exhibit "C")

Change Order No.23 \$17,959.80

(c) Consideration of change order on locating and removing abandoned eight-inch steel line

Change Order No.24 \$17,216.93

(d) Consideration of change order for overtime and missed lunches associated with the water line work located at the DWR bridge

Change Order No.25 \$6,433.01

(f) Consideration of change order for 2 hydrants on the pipeline relocation east of the Park

Change Order No.26 \$30,212.02

Motion: Pioquinto Garza made a motion to Approve Change Orders No.22-26. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

(e) Report on Status of the Townsite Piping Relocation efforts

None

(g) Consideration of change order reducing cost of sewer realignment from \$203,285.00 to \$194,044.00

Motion: Pioquinto Garza made a Motion to Approve Change Order No.1 to reduce the cost \$194,044.00. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

(h) Report on Effort for the Pursuit of Grants for the Caltrans Sewer Relocation efforts

Amando will ask Gabriel with Division of Financial Assistance if Todd still needs to sign an amendment regarding the American Iron & Steel law or if it's fine to only provide proof that all parts used comply with the law.

(i) Consider retention of Energy Systems Engineering to integrate work for Well #3

Amando – this will be paid thru the contractor Bakersfield Well & Pump, we had received an estimate from Energy Systems Engineering for \$33,000.00 but I have requested an updated cost since that was an old estimate. No action taken.

(j) Consider amendment to Cannon engineering agreement

Motion: Vidal Ballesteros made a Motion to Approve Amendment to \$45,000.00. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(k) Consideration to Approve Authorizing Resolution (for Authorizing Representative-President) and signing of Financial Application forms by Authorizing Representative

Motion: Amanda Rollin made a Motion to Approve Authorizing Resolution and Signing of Financial Application forms by Authorizing Representative. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

6. Report on approval of funding for the remainder of Well No. 3

Amando- Contractor is requesting approval of change orders no.2 & no.3 which we have money to pay for this cost under the current project budget. Motion: Vidal Ballesteros made a Motion to Approve Change Orders No.2 & No.3. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

Tom- GEI received the news that the District has been awarded 1.3M to finish the new well project, the District sponsor Tulare IRWMP had to send an email accepting the award since response was needed by January 21st, now the District needs to formally accept the award. Motion: Carlos Garcia made a Motion to Approve Acceptance of grant award of \$1,341,040.00. Pioquinto Garza seconds the motion. All Board members present in favor, Motion carried.

7. Report on annexation No. 20

Tom Schroeter- recommends changing the WSL to state they will be required to bring their own water, advise Lafco they are not required to pay the connection fees in advance and adopt the resolution to allow the filing of the annexation with Lafco. Motion: Pioquinto Garza made a motion to Amend WSL to require Wonderful to bring its own water and not be required to pay the connection fees in advance, and adopt the resolution to allow the filing of the annexation with Lafco. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

8. Report on expiration of water discontinuance moratorium

Staff will be sending delinquency notices to all delinquent accounts providing them the option to enter into a payment plan to avoid discontinuation of services.

9. Consideration of acceptance and irrevocable offer of dedication for improvements in tract 7367

Motion: Daisy Garcia made a Motion to Approve Acceptance of improvements by the District's Engineer and requirement for execution of the irrevocable offer of dedication by Wonderful. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

10. Report on transfer of trailer registrations

Nothing new to report

11. Consideration of easements for soccer field and tract 7368

Motion: Vidal Ballesteros made a motion to Approve the easements and Irrevocable Offer of Dedication on the airport and at the high school. Carlos Garcia seconds the motion. All Board Members present in favor, Motion carried.

12. Consideration of will serve letter for Kern County Group LLC

Motion: Pioquinto Garza made a motion to Authorize Tom to send them a letter requiring them to bring their Own water. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

13. District Manager Agenda

(a) Consider Approval to collect support letters from the Community to be sent to the County and State Representatives

Motion: Carlos Garcia Jr. made a motion to Authorize Staff to start collecting letters of support to be send out to the County, Salas and Huerta State Representatives. Pioquinto Garza second the motion. All Board Members present in favor, Motion carried.

(b) Consider Authorizing Board Directors and District Manager to take a course through the Leadership Academy sponsored by Wonderful

Motion: Carlos Garcia Jr., made a motion to Authorize Staff and Board Directors to attend the seven session leadership academy sponsored by Wonderful. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(c) Consider Updating District's Covid-19 Policy to the most recent guideless approved by the CDC
Keep following the guidelines as posted on the CDC website.

(d) Consider Developing a list of interest for new services for residents and developers waiting for a WSL

No action taken.

(e) Consider Approval to Purchase Refrigerator for Breakroom

Motion: Vidal Ballesteros made a Motion to Authorize Staff to purchase refrigerator with a budget of \$750.00. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

(f) Consider Approval of Holiday & Meetings Schedule for 2022

Motion: Daisy Garcia made a motion to Approve the 2022 Holiday & Meeting Schedule. Vidal Ballesteros seconds the motion. All Board members present in favor, Motion carried.

(g) Consideration to reimburse credit to Sharcine Development

Motion: Pioquinto Garza made a motion to Approve reimbursement of \$148.59 to Sharcine Development. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

14. Facilities Manager Agenda

(a) Consideration of electrical work for the office sign

Board- disregard light on the sign, we can later add a few solar lights around the sign.

(b) Consideration for employees to acquire Grade 3 license

Alejandro Ruiz- would like to start the process of obtaining a Grade 3 in the wastewater certification program to get ready so that when our wastewater plant gets the expansion complete we are ready to comply with the certification requirements, course cost is \$240 and exam fee \$300.00. Motion: Amanda

Rollin made a motion to Authorize Alejandro Ruiz to start the grade three certification process. Daisy Garcia second the motion. All Board Members present in favor, Motion carried.

15. Date and location of March, 2022 meeting

March 3, 2022

16. Staff Reports

Staff has identified a second home build behind a home in Universal Street. Board if home becomes active notify the County Code Compliance Department to see if they have the permits required for the construction. Staff will keep an eye if the second homes becomes active.

17. Customer Request &/ Complaints

Acct No.1232- submitted a letter stating they are against any type of increase on the rates in response to the memo that went out to inform the community of the possible increase if the District is not able to secure grant money to pay for the sewer relocations loan.

18. Delinquency Report

Acct's No. 1081, 1093, 1095, 1136, 1146, 1148, 1192, 1200, 1214, 1269, 1275, 1279, 1350, 1387, & 1391. This accounts have balance of over 90 days past due.

VI. Maintenance & Operations Report

Wastewater/Alejandro Ruiz – Everything is running good.

Water/Alejandro Ruiz – 4 leaks in the BM area, 1 pump down at Blackwell Land, and I received a complaint from 21322 Badger Street – stating their water heater was damaged and it's only two years since they bought it, I was only able to notice built up but nothing else.

VII. Board Members Report

None

VIII. Engineer Report- Amando Garza

None, everything has been covered.

IX. Next Board Meeting- March 3, 2022.

X. Approval of Accounts Payable- January 2022.

Add Rosario Villasana \$200

Motion: Vidal Ballesteros made a Motion to Approve January 2022 Accts Payables. Carlos Garcia Jr., seconds the motion. All Board Members present in favor, Motion carried.

XI. Meeting Adjourned at 6:57PM.

Respectfully Submitted by,



Ana I. Chavez

District Manager

Lost Hills Utility District