

Lost Hills Utility District
Meeting Minutes
November 5, 2020

- I. The Meeting was called to order by Board President Vidal Ballesteros at 5:00PM. Board Members in attendance were Amanda Rollin, Pioquinto Garza, Daisy Garcia, and Carlos Garcia Jr. Also in attendance were Thomas Schroeter, Alejandro Ruiz, Yuliana Velazquez, and Ana Chavez.
- II. Approval of Minutes, October 1, 2020.
Motion: Pioquinto Garza 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-September 2020.
Sewer Month Profit: \$7,404.93 Year Profit: \$14,536.46
Water Month Profit: \$56,840.60 Year Profit: \$133,658.62
*Note: this totals do not reflect water/sewer connection and any grant activity.
- IV. Public Time for Non-Agenda Items
None
- V. New Business
1. Elections report update
Nothing new to report.
2. Report on installation of Modulars
Alex obtained a quote from Tel-Tec to install the security door access at the new office, the quote was for \$2,887.47 the best time to do it was now since Wonderful hasn't finished all the details inside the new offices, and since the Board had already expressed the need for a security door, staff checked with Vidal Ballesteros to authorized the quote., the job has not been done but is on schedule. Motion: Carlos Garcia Jr., made a motion to Approve Tel-Tec's quote of \$2,887.47. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.
3. Consideration and Report from Cannon Engineers
- (a) Consider Payment Request No.1 on Town site pipeline relocation
Sierra Construction has submitted the first pay request in the amount of \$142,609.25, if approved tonight District will pay this invoice until Caltrans send the funds to the District. Motion: Pioquinto Garza made a motion to Approve Pay Request No.1 in the amount of \$142,609.00. Carlos Garcia Jr. Seconds the motion. All Board Members present in favor, Motion carried.
- (b) Report on Sewer Line Realignment
No action taken.
- (c) Report on new water well funding
Engineer's report: fully executed agreement is not expected until Mid-January 2021, our project design is currently being revised to project in December. This would allow us to award the project at the same time the funding is fully in place.
4. Report on Tract No.7367
- (a) Unconditional Will Serve Letter
No action taken.
- (b) Report on Tract 7367 Encroachment Permit
No action taken.
5. Report on Request for Service
- (a) Lost Hills Mining
No action taken.
- (b) 7-Eleven
No action taken.
- (c) Frontier Bankruptcy
No action taken.

6. District manager agenda items

(a) Consider agreement with David Wasserman re: Cross Connection Inspection (Exhibit "G")

Motion: Carlos Garcia Jr., made a motion to Approve services agreement with David Wasserman for cross connection services. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

(b) Request for Waiver of Late Fee Charges (Exhibit H)

Construction Company Regatta is requesting a waiver of late fee charges. Motion: Carlos Garcia Jr., made a motion to Approve a \$162.98 late fee charge waived only. Amanda Rollin seconds the motion. All Board Members present in favor. All Board Members present in favor, Motion carried.

Customer of Account 6000 & 6001-has requested a late fee charge waiver because check was mailed on time but doesn't understand why we received it so late. This commercial customer pays on time regularly. Motion: Amanda Rollin made a motion to waive the late fee charges of \$512.74. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried.

(c) Consider Request for Thanksgiving food baskets (see Exhibit "I")

The Lost Hills Family Resource Center reached out to ask if the District would like to donate for thanksgiving dinner baskets for the community like last year. Motion: Carlos Garcia Jr., made a motion to Approve a \$750.00 donation for dinner baskets for the community. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(d) Consider Election of Directors for JPRIMA Risk Management Authority (Exhibit "J")

Board- Vote for James Byerrum, All Board present in favor.

(e) Consider Approval of Annual Audit Report (Exhibit K)

Mark presented the 2019-2020 annual audit report. Motion: Carlos Garcia Jr., made a motion to Accept the 2019-2020 Financial Audit Report as presented. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

(f) Consider Cannon letter regarding pipeline relocation in Town (Exhibit "L")

Engineer report- all customers will be receiving a letter about the Caltrans project and letting them know there could be possibly a few shut offs to do the tie ins.

7. Facilities manager agenda items

(a) Consideration to drain storage tank

Alex Ruiz- we have been trying to sell this water for construction use but no one wants it since they would need to install a water pump to get it out from the tank, so I would like to ask authorization to start draining the tank out little by little. Motion: Carlos Garcia Jr., made a motion to Authorize Alex to drain water out after checking with Chevron if they have any use for that water. Amanda Rollin seconds the motion. All Board Members present in favor, Motion carried.

8. Date and location of December meeting

December 3, 2020.

9. Customer Request &/ Complaints

None

10. Staff Reports

None

11. Delinquency Report

Accounts No.1015, 1023, 1055, 1060, 1067, 1076, 1079, 1081, 1095, 1107, 1142, 1148, 1166, 1185, 1191, 1192, 1214, 1228, 1240, 1245, 1275, 1280, 1300, 1313, 1315, 1317, 1322, 1331, 1350, 1361, 1398, 2022, 2027, 2040, 2054, 2060, & 2065

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Report has been sent to Director along with agenda packet.

Alejandro Ruiz – Water

Report has been sent to Director along with agenda packet.

VII. Board Members Report – None

VIII. Engineer Report – Amando Garza

Everything has been covered under agenda.

IX. Next Board Meeting – December 3, 2020.

X. Approval of Accounts Payable – October 2020.

Motion: Carlos Garcia Jr, made a motion to Approve October 2020 Accounts Payable. Amanda Rollin 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