

Lost Hills Utility District
Minutes
April 4, 2024

- I. The meeting was called to order by Board President Carlos Garcia Jr. at 5:00PM. Board Directors in attendance were Rosario Villasana, Ana Martinez, Daisy Garcia and Pioquinto Garza. Also in attendance were Thomas Schroeter, Amando Garza, Alejandro Ruiz, Yuliana Velazquez and Ana Chavez.
- II. Approval of Minutes **March 7, 2024.**
Motion: Rosario Villasana made a Motion to Approve Minutes as Submitted. Pioquinto Garza seconds the motion. All Board Directors present in favor, Motion carried.
- III. District's Financial Report- **February 2024.**
Sewer Month Profit: \$1,983.05 Year Profit: \$29,617.34
Water Month Profit: \$29,413.55 Year Profit: \$177,335.25
- IV. Public Time for Non-Agenda Items
None
- V. New Business
 1. Report on State Water Project status
West Side Water Authority increase the allocation of the State Water Project from 15% to 30%.
 2. Cannon Engineers recommendations:
 - (a) Water Treatment Plant Booster Station/reclaim water PS (CDBG)- Proposal for Engineering Services
Motion: Daisy Garcia made a Motion to Approve Cannon Engineers Proposal of \$60,700.00. Pioquinto Garza seconds the Motion. All Board Directors present in favor, Motion carried.
 - (b) WWTP Upgrade and future Electrical Service
Motion: Rosario Villasana made a Motion to Approve Payment to PG& E for \$3,500.00. Daisy Garcia seconds the motion. All Board Directors present in favor, Motion carried.
 3. Report on grant to pay CalTrans loan
Funding agency is still working on the Financial Review.
 4. Report on responses to District's letters to prospective customers for water service
Margarita Fernandez's letter came back undeliverable and both phone numbers on the application don't work, Gabriel Gutierrez is pending to submit his application for services and let us know what size of meter he needs so we can put a will serve letter together.
 5. Consideration of annexation of Tesla property and amendment to Sphere of Influence
Motion: Rosario Villasana made a Motion to Approve Resolution No.2024-3 to Authorize initiation of annexation and sphere of influence amendment proceedings. Carlos Garcia Jr., seconds the motion. All Board Directors present in favor, Motion carried.
 6. Report on Request from the Berrenda Mesa Water District for Contract Allowing for Charging for Maintenance and Repairs
Customer requested copy of the agreement to charge for repairs and maintenance, a copy of the agreement was provided.
 7. District Manager Agenda
 - (a) Consider Request from Rosario Reyes
Mrs. Reyes made a request to the Board to allow her time to pay without any interest fees.

Motion: Rosario Villasana made a motion to deny request to pay on installments without interest and Approve 18 Month Installment agreement with 5% interest fees. Ana Martinez seconds the motion. All Board Directors present in favor, Motion carried.

Motion: Pioquinto Garza made a motion to Approve changing the Will Serve Letter date to February 27, 2024 of when she found out about the letter. Rosario Villasana seconds the motion. All Board Directors present in favor, Motion carried.

(b) Consider Requests from Customers to Pay Connection Fees on Installments

Elida Aguayo requested to pay on installments of 24 months and Jessica Ballesteros installments of 12 months. Motion: Daisy Garcia made a motion to Approve Aguayo and Ballesteros installment agreements with a 5% interest fee. Pioquinto Garza seconds the motion. All Board Directors present in favor, Motion carried.

(c) Report on 2023 Consumer Confidence Report

Report is complete and will be going out with the May 1st billing.

(d) Report on Old Federal Tax ID Issue & Consideration hire services from Paychex to Amend Tax Forms and pay the required fees

Report to the Board.

(e) Consider Request for Purple Monitors to be installed at LHUD office

Ana to find out how much internet the monitor will required and report at the next board meeting.

(f) Consideration to Appoint Budget Committee

Appointed Committee: Ana Martinez and Daisy Garcia.

(g) Consideration to waive fees for Account 2064

Motion: Rosario Villasana made a Motion to approve waiving late fee for account number 2064. Carlos Garcia Jr. seconds the motion. All Board Directors present in favor, Motion carried.

8. Facilities Manager Agenda

(a) Consideration to provide water meter for new connections at customers cost

Motion: Rosario Villasana made a motion to authorize staff to sell water meters to residential customers who purchase a water connection. Pioquinto Garza seconds the motion. All Board Directors present in favor, Motion carried.

(b) Report on Maverick Truck Incident Report

Motion: Rosario Villasana made a motion to Authorize Ana Chavez to submit claim with insurance company. Ana Martinez seconds the motion. All Board Directors present in favor, Motion carried.

(c) Consideration to Approve Repair at Mc Combs Rd.

Staff- Insurance will only cover the pipe material but not the labor to do the repair. Motion: Rosario Villasana made a Motion to authorize district staff to do the repairs. Daisy Garcia seconds the motion. All Board Directors present in favor, Motion carried.

(d) Report on Well Meters Calibration

Alejandro Ruiz – reported both well meters have been tested and calibrated and one of the wells meter was off about 5%. The company who did the testing should be sending the reports this later this month.

9. Date and location of May, 2024 meeting

May 2, 2024.

10. Staff Reports

Ana Chavez- District personnel was sent out to do an inspection on account 1023 of illegal second sewers, access was denied and property has three travel trailers in the backyard.

Motion: Rosario Villasana made a Motion to Authorize staff to charge 3 second sewer penalties

of \$100/each plus 3 additional sewers of \$31.18 until access is granted and no illegal sewer connections are found.

11. Customer Request &/ Complaints

None

12. Delinquency Report

Accounts listed for shut off if full payment is not received by April 16th. Accounts no.1019,1020, 1025,1040,1087,1091,1093,1121,1169,1212,1264,1276,1278,1343,1350,1351 & 1394.

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Report presented.

Alejandro Ruiz-Water

Report presented.

VII. Board Members Report – None

VIII. Engineer Report - Amando Garza

Water main design is 80% complete by Meyer Civil Engineering, we should be able to put project out to bid by the end of the month.

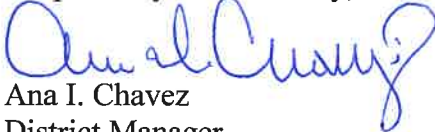
IX. Next Board Meeting- **May 2, 2024.**

X. Approval of Accounts Payable – **March 2024.**

Motion: Rosario Villasana made a Motion to Approve March 2024 Accounts Payable. Ana Martinez seconds the motion. All Board Members present in favor, Motion carried.

XI. Meeting Adjourned at 6:15PM.

Respectfully Submitted by,



Ana I. Chavez

District Manager