

Lost Hills Utility District

Meeting Minutes

July 9, 2019

- I. The Meeting was called to Order by Board President Vidal Ballesteros at 5:00PM. Board Members in Attendance were Pioquinto Garza, Amanda Rollin, and Emma Clifford. Also in attendance were Thomas Schroeter, Alejandro Ruiz, Mrs. Alegre, Mr. Cantu, Mr. White, Mr. Ruiz, and Yuliana Velazquez.
- II. Approval of Minutes, June 6, 2019.
Motion: Amanda Rollin 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 2019.
Sewer Month (Loss): \$(139.16) Year Profit: \$39,696.49
Water Month Profit: \$19,560.99 Year Profit: \$337,847.45
- IV. Public Time for Non-Agenda Items
None
- V. New Business
 1. Report on USDA Grant/Loan Application for Construction of Office
 - (a.) Application for Funding
Tom: Application is almost done.
 - (b.) Preliminary Architectural Drawings
Amando Report: Inland Architects completed the preliminary site plan, layout and elevations. These Drawings will be for Kern County CUP. These drawings will be revised when the design phase begins in the future. Kern Co. is currently reviewing the information for the CUP to determine whether a formal CUP process will be required.
 - (c.) Agreement with SCWA for Environmental Services
Amando Report: Agreement with SWCA are in motion for completion of the environmental documentation required by USDA and by the Kern County Conditional Use Permit Application. Tom: the cost for the Environmental Services Agreement is \$500.00. Motion: Amanda Rollin made a motion to approve payment of \$500.00 to get agreement moving. Pioquinto Garza seconds the motion. All Board members present in favor, Motion carried.
 2. Report on Widening Hwy 46 through Lost Hills
 - (a.) Letter from County to Acquire Portion of District Property (b.) Letter from County Appraiser
Tom-County Public Works Department sent a letter indicating that a portion of the District's Property will be needed for the widening of Hwy 46. Also a letter from an Appraiser hired by the county was received, but before an appraisal of the Districts property can be made the district has the right to hire its own appraiser. Board before we hire an appraiser we would like to see what the County will offer.
 - (c.) Proposed Pedestrian Bridge
Tom- The Wonderful Company is proposing to fund is Pedestrian Bridge on Hwy 46 if approved By Caltrans for the expansion of Hwy 46.
 3. Consideration of Agreement for Auditing Services From Albert & Associates
Tom- Albert & Associates has been doing our audit since Fred past away. This year he has sent in his engagement letter to do this year's audit the total cost will be \$9,700.00. Motion: Pioquinto Garza made a motion to have Albert & Associates perform audit. Emma Clifford seconds the Motion. All Board Members present in favor, Motion carried.
 4. Development of Airport Property and South of Hwy 46 by Wonderful

(a) Application for sewer and water service for 21 SFR (b.) Application for sewer and water service for 49 SFR: Wonderful Company purchased the airport property from the County, Wonderful has submitted to applications for service for 21 homes near the airport and 49 homes near the Charter School it would be a total of 70 homes that would need be annexed into the District. Motion: Pioquinto Garza made a motion to approve both will serve letters subject to both properties be annexed into the district. Amanda Rollin seconds the Motion. All members present in favor, Motion Carried.

5. Consideration of Revision of Water Well Application to State Revolving Fund

Tom- We have very low category on this application which makes it harder to obtain. Personel with The Wonderful Company took a look at the District application and said it would be better to do a grant/loan application so it could give the District a better opportunity to obtain funds but the District would need to do a rate increase to some or all customers.

Board would not like to raise rates. Motion: Vidal Ballesteros made a motion to leave application as is. Pioquinto Garza seconds the motion, all Board Members in present in favor. Motion carried.

6. Report on Response to Semitropic Water Storage District Basin Sustainability Credit Questionnaire

Tom- At last meeting I failed to place this on agenda so I had Ana complete the questionnaire to roll over District's entitlement of 142.54 acers feet of Water with Semitropic instead of cashing out \$6,182.42. Motion: Pioquinto Garza made a motion to approve District entitlement for 142.54 acres of water. Emma Clifford seconds the motion, all Board Members present in favor. Motion Carried.

7. Request by Wonderful Company Regarding Booster Pump on Hwy 33

Tom-The District received and e-mail from Dan Lee from the Wonderful Company wanting to know if the Booster Pump on Hwy 33 belongs to the District so it could be clean out. I recommended that Ana direct him to Phil Nixon co-manager of Berrenda Mesa Water District. Apparently it does appear to be District's property as shown in an easement the District has with Berrenda Mesa but we don't use this booster pump so the District could reconvey the easement with BM to return the property, and in the meantime I would recommend to clean the property.

Motion: Pioquinto Garza made a motion to reconvey the easement with Berrenda Mesa and Authorize Alejandro Ruiz to hire someone to clean the property. Vidal Ballesteros seconds the motion, all board members present in favor. Motion carried.

8. Update on Streamline Web for Construction and Maintenance of Website

Nothing new to report.

9. Revisions to Will Serve Letters

(a.) Hector Gutierrez

Tom- Last meeting will serve letter got extend to Mr. Gutierrez, but Ana got contacted by His contractor that county was not accepting the letter due to the last paragraph. I had Ana remove it and hand them a new one.

(b.) Wonderful Charter School

Tom- A will serve letter was given to them but their Enginner said county requested an Unconditional will serve letter which could be provided to them upon payment of connection fees. Motion: Pioquinto Garza made a motion to provide Unconditional will serve letter upon payment of connection fees. Emma Clifford seconds the motion. All Board Members present in favor, Motion Carried.

10. Report on Reorganizing to a Community Services District

Tom- LAFCO did not consider graffiti removal to be a good source to become a CSD instead they recommend to look into additional services the CDS could offer. Ana to schedule a special meeting with Amanda, Vidal and Mr. Cantu to look for some ideas.

11. Report on Solar Project for Wastewater Treatment Plant
Tom-Ana tried contacting TELSA to get some information but has not been able to speak to someone, Tom we might want to look for another company.
12. Report on Wastewater Treatment Plant Grant Application with State Revolving Fund
Amando still working on this he contacted Gabriel Berzamina of SRF and he should get back to him in about two weeks to get a response.
13. Report on Poso IRWMP Water Well Application
Amando Report-Semitropic (GEI) completed the pre-application to DWR and attended the June 25th workshop. The workshop is to gather initial feedback from the funding source. Semitropic/GEI intend to submit the full formal application shortly after. We are awaiting final feedback from DWR. No motion needed at this point, I will continue working on this.
14. Report on Kennedy Jenks Investigation of the District's Water Quality
No report on this item.
15. Report on Communication with Assembly Rudy Salas
Assembly office for Rudy Salas contacted Ana to ask if there was anything they could do to help assist the District in obtaining grant funding for any of its projects and they offer to provide the District with a letter of support for its new well application with Poso IRWMP.
16. Report on Public Records Request
Mr. Ruiz and Jesus Alonso requested 2018-2019 Budget report- Yuliana Velazquez provided this to them.
17. District Manager/ Facilities Manager Agenda Items:
 - (a.) Replacement of District Truck
Alex-Wilber truck has reached 213,000 miles and also has been to the Shop three times due to the A/C not working, and the check engine light it would be a good time to start looking for a new one or semi used. Mr. Cantu will check if the District could apply for a grant with Clean Air.
 - (b.) Consideration of Complaint by Jose and Rosaelena Alegre
Mrs. Alegre- I Just want to know if Board will reimburse me for \$195 that the plumber charged me to clean my water lines after they clogged up with sand after a repair done by the District staff on my street. Also I would like to request if there is any way when situations like this occur again, if the district could pay the plumber directly instead of the Customer, if the problem is caused is directly related to the repair done by the District. Motion: Amanda Rollin made a motion to reimburse Mrs. Alegre for the full amount of her request. Pioquinto Garza seconds the Motion. All Board Members present in favor, Motion carried. Tom- Board could authorize District Manager to pay up front if another situation like this occurs. Motion: Amanda Rollin motion to authorize District Manager to pay plumber no more the \$500.00 in the event this happens again under the same circumstances. Pioquinto Garza seconds the Motion. All Board Members present in favor, Motion Carried.
18. Request for Service from Joe Esnoz
Mr. White- Joe is Requesting a will serve letter to start building 1 home on Woodward Ave. Alex Ruiz- He will need to extend the sewer line from Woodward Ave to Kern St. Motion: Amanda Rollin made a motion to approve request for service. Pioquinto Garza seconds the Motion. All Board Members present in favor, Motion Carried.
19. Date and Location of August Meeting
August 1, 2019 District Office
20. Customer Request &/Complaints
Account # 2021 Requested to waive late fee of \$97.54 for May bill they sent payment but instead of putting Lost Hills they put Los Angeles. Motion: Amanda Rollin made a motion to waive late fee. Pioquinto Garza seconds the Motion. All Board Members present in favor, Motion Carried.

21. Staff Reports

None

22. Delinquency Report

Accounts No. 1020, 1093, 1131, 1163, 1192, 1193, 1224, 1240, 1279

VI. Maintenance & Operations Report

Alejandro Ruiz/ Wastewater-Everything is running well.

Alejandro Ruiz/Water

Electrical work for Gun Club has been Completed.

Filter Pump#1 failed to Start got fuses replaced

Completed three repairs in town; 2 in Universal St. and one Aqueduct St.

VII. Board Members Report-None

VIII. Enginner Report-All covered.

IX. Next Board Meeting- August 1, 2019

X. Approval of Accounts Payable- June 2019

Motion: Amanda Rollin made a Motion to Approve Accounts Payable for June 2019. Pioquinto Garza seconds the Motion. All Board Members present in favor, Motion carried.

XI. Meeting Adjourned at 6:24PM

Respectfully Submitted By:



Yuliana Velazquez

Acct. Rec. Clerk