

LOST HILLS UTILITY DISTRICT

Meeting Minutes
December 3, 2020

- I. The Meeting was called to order by Board Vice President Daisy Garcia at 5:04PM. Also in attendance were Amanda Rollin, Carlos Garcia Jr., and Pioquinto Garza. Also in attendance was Thomas Schroeter, Amando Garza, Alejandro Ruiz, Yuliana Velazquez and Ana Chavez.
- II. Approval of Minutes, **November 5, 2020.**
Motion: Amanda Rollin made a Motion to Approve Minutes as Submitted. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Ballesteros.
- III. District's Financial Report- **October 2020.**
Month Sewer Profit: \$2,551.48 Year Sewer Profit: \$17,087.94
Month Water Profit: \$19,631.05 Year Water Profit: \$312,406.37
*Note: This totals do not include water/sewer connection fees or grant expense/revenue.
Public Time for Non-Agenda Items
- I. New Business
 1. Report on new water well funding and consideration of DWR agreement
Tom – GEI circulated the Draft Agreement for the 1.2 Million dollar grant from DWR after the District's share of cost of \$250,000.00. Motion: Amanda Rollin made a Motion to Authorize Board President Vidal Ballesteros to sign DWR Agreement. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Ballesteros.
 2. Report on installation of Modulars
Ana- we still don't know when we will be moving, they have finished putting up the fence, and are currently working on the pavement for the parking lot. Pending is the sign, landscaping and most important the SCADA system.
 3. Consideration and report from Cannon Engineers
 - (a) Consider contract change order request No. 1 and 2 for Townsite pipeline relocation
The First change order of \$36,250.06 to accommodate our water line to go around the pedestrian bridge right across our existing location. The second change order is a credit of \$18,150.00 to eliminate the cost to remove the fencing across the airport property which has not been purchased by Caltrans.
 - (b) Consider approval of amendment to CalTrans utility agreement for additional piping
This is to formally add 1,000 feet of piping needed to be added to the Caltrans project in town to relocate the water and sewer lines to accommodate the expansion of Highway 46. Caltrans needs a formal letter request amending Utility Agreement No.06-1414.36.
Motion: Carlos Garcia Jr. made a Motion to Approve Change Orders No.1 & 2 and to Approve Amendment to Caltrans Utility Agreement 06-1414.36. Pioquinto Garza seconds the Motion. All Board Members present in favor, Motion carried. Absent: Ballesteros.
 4. Report on Tract No. 7367 and high school
 - (a) Unconditional Will Serve Letter
Wonderful has paid their sewer connection and on regards to the water they might need to increase the meter size in the future, so the unconditional will serve letter states we will serve them water & sewer but might be required to increase its meter size if they exceed their meter capacity. Motion: Amanda Rollin made a motion to Approve Conditional Will Serve Letter. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried. Absent: Ballesteros.
 - (b) Report on encroachment permits
No action taken.
 5. Consideration of community development block grant funding application
Amando - District has received invitation to apply for grant funding, currently the District is still waiting to receive grant funding approved two years ago. Motion: Amanda Rollin made a motion to not apply this year for CDBG funding. Pioquinto seconds the motion. All Board Members present in favor, Motion carried.

6. Request by Dudek Engineering for 400-600 acre feet of construction water

Amando-Further study would need to be done to determine if District can provide the water being requested. Motion: Carlos Garcia Jr. made a motion to Approve Request subject to Amando, Alex, and Ana's review after a deposit of \$5,000.00. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Ballesteros.

7. District manager agenda items

None

8. Facilities manager agenda items

(a) Report on charter school water meter test

Alex- Meter was tested by a third party and it show meter at 100% accuracy.

(b) Report on services being offered by CRWA

Motion: Pioquinto Garza made a motion to Authorize Alex Ruiz to contact CRWA to conduct a sewer rate study. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried. Absent: Ballesteros.

9. Date and location of January meeting

January 13, 2021.

10. Customer Request &/ Complaints

None

11. Staff Reports

Ana – with the donations received for thanksgiving baskets, The Lost Hills Family Resource Center was able to deliver 133 baskets to families in Lost Hills.

12. Delinquency Report

Accounts No.1020, 1023, 1060, 1081, 1095, 1107, 1116, 1128, 1131, 1133, 1148, 1185, 1214, 1269, 1271, 1276, 1279, 1280, 1282, 1300, 1350, 1361, 1365,

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Everything is running fine, and written report was sent to all board members.

Alejandro Ruiz-Water

Tel-Tec has installed the door security system at the new office, we had three leaks on the BM line, and 1 service repair on Saturday November 28th, and written report was sent to all Board Members.

VII. Board Members Report – None.

VIII. Engineer Report - Amando Garza – None.

IX. Next Board Meeting- **January 13, 2021.**

X. Approval of Accounts Payable - **November 2020**

Motion: Carlos Garcia Jr., made a motion to Approve November 2020 Accounts Payable. Pioquinto Garza seconds the motion. All Board Members in favor, Motion carried.

XI. Meeting adjourned at 6:02PM.

Respectfully Submitted by,



Ana I. Chavez

District Manager

Lost Hills Utility District