

Lost Hills Utility District

Meeting Minutes

March 2, 2023

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

II. Approval of Minutes February 2, 2023.

Motion: Pioquinto Garza made a motion to Approve minutes as submitted. Carlos Garcia Jr second the motion. All Board Members present in favor, motion carried. Absent: Ballesteros, Garcia.

III. District's Financial Report- January 2023.

Sewer Profit: \$9,847.38 Year Profit: \$36,829.62

Water Loss: (10,335.69) Water Profit: \$203,005.39

IV. Public Time for Non-Agenda Items

None

V. New Business

1. Consideration of Cannon Engineers recommendations:

(a) change order No. with Specialty Construction for raising up to 17 sewer manholes buried as a result of Highway 46 widening for a cost of \$64,050.00 Consider 28

Motion: Pioquinto Garza made a motion to Approve Change Order No.28 with Specialty Construction. Carlos Garcia Jr., seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana, Garcia.

(b) Consider change order No. 29 with Specialty Construction for raising up to 7 water valves buried as a result of Highway 46 widening for a cost of \$20,750.00

Motion: Carlos Garcia made a motion to Approve Change Order No.29 for Specialty Construction. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana, Garcia.

(c) Consider filing of Notice of Completion for Todd Company on sewer relocation project

Motion: Pioquinto Garza made a motion to Approve recording notice of completion for Todd Company. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana, Garcia.

2. Consideration of increases in sewer rate, second trailer sewer rate, construction water meter deposit, construction water rate, daily construction meter rental fee, and sewer and water connection fees

Construction Cost Index Increase is 5.6% as published in the ENR magazine.

Motion: Pioquinto Garza made a motion to Adopt resolutions approving sewer flat rate increase, second trailer flat rate increase, sewer and water connection fees, construction water, construction water rental fees, and construction meter deposit by 5.6%. Carlos Garcia Jr., seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana, Garcia.

3. Consideration of identification of capital projects and revise "unrestricted funds" to "restricted funds"

No action taken.

4. Report on postponement of loan payment to the California Department of Transportation

No action taken.

5. Report on execution of soccer sewer easement for the Wonderful high school

Nothing new to report.

6. Report on transfer of registration of office trailers from Wonderful to Lost Hills Utility District

Nothing new to report.

7. District Manager Agenda

(a) Consideration to Approve Professional Services Agreement with Specialized Utility Services Program, Inc.

Motion: Carlos Garcia Jr., made a motion to Approve Professional Services Agreement and Authorize President to sign. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana, Garcia.

(b) Consideration to Approve 2022 Berranda Mesa Recovery Billing

The recovery cost per meter will be \$4,284.39 for all commercial accounts and for the only residential account the cost will be \$856.88 which is only 20%.

Motion: Carlos Garcia Jr. made a motion to Approve 2022 Recovery Billing and authorize staff to send it out. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana, Garcia.

(c) Consideration to Approve Insurance Renewal of Auto & Commercial Liability Policies

Renewal cost for excess and auto liability for \$31,125.00.

Motion: Pioquinto Garza made a motion to Approve Polies Insurance Renewal. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana, Garcia.

(d) Consideration to Approve Repair of Damaged Water Hydrant on Farnsworth after Insurance Claim has finalized

H & A has provided a quote for \$3,015.00, Insurance has already sent a check for \$2,015.00, after the \$1,000.00 deductible. Motion: Pioquinto Garza made a motion to Approve Repair. Carlos Garcia Jr. seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana, Garcia.

(e) Consideration to Authorize District Manager to open an account with Herc Rentals

Motion: Pioquinto Garza made a motion to Authorize District Manger to open an account with Herc Rentals. Carlos Garcia Jr., seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana, Garcia.

(f) Report on last Health Insurance Renewal Increase of 2.51%

From 1,965.95 to \$2,015.30

Motion: Pioquinto Garza made a motion to Approve Health Insurance Increase. Carlos Garcia Jr., seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana, Garcia.

(g) Report on Optum Investment Partners proposal to assist the district with investment solutions

No action taken.

(h) Report on CSDA Board of Directors Call for Nominations

No action taken.

(i) Request Board Direction on Landscaping Services for office

Board directed Alex Ruiz to obtain quotes for a dessert looking landscape for the District Office.

(j) Report on application and submittal of documents to Home LLP to administer low-income household water assistance program from the California Department of Community Services and Development.

Motion: Carlos Garcia made a motion to allow customers a 30 day extension after customer provides proof of the promise letter under the utility assistance program. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana.

(k) Consideration to Authorize District Manager & Facilities Manager to attend the Kern County Water Summit in Bakersfield on March 24th

Motion: Daisy Garcia made a motion to Authorize District Manager & Facilities Manager to attend the water summit. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried.

8. Facilities Manager Agenda

(a) Consideration to Approve Sierra Construction & Excavation quote to repair water cross in Dudley walk path

Motion: Carlos Garcia Jr., made a motion to Approve Sierra's Construction quote of \$13,500.00 to do repair. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana.

9. CLOSED SESSION:

(a) Conference with Legal Counsel regarding initiation of litigation pursuant to paragraph (4) of Subdivision (d) of Section 54956.9: One potential case

The Board did not go into closed session.

(b). Consideration of approval of closed session minutes from February 2, 2023

Motion: Daisy Garcia made a motion to Approve Closed Session Minutes as submitted. Pioquinto Garza seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana.

10. Date and location of April, 2023 meeting

April 6, 2023.

11. Staff Reports

Staff reported on an incident of February 27th, per Board direction District Manager to file report with the police department and also start on getting some quotes to improve safety in the front reception.

12. Customer Request &/ Complaints

None

13. Delinquency Report

Accounts No.: 1081, 1121, 1152, 1169, 1194, 1200, 1225, 1271, 1276, 1282, 1324, 1330, 1350, 1351, 1358, 1361, 1387 (this account has until Monday March 6th to bring all past due balance as agreed)

VI. Maintenance & Operations Report

Alejandro Ruiz-Wastewater

Had big flows of water coming to the wastewater plant after the storm.

Alejandro Ruiz-Water

Reported on big leak the night of the storm at Dudley pathway.

VII. Board Members Report

Vidal Ballesteros- had to opportunity to stop by leak repair, noticed District Staff unloads all equipment by hand and some is heavy. Directed Staff to get quotes for hydraulic lift gates for all District trucks.

VIII. Engineer Report - Amando Garza

None.

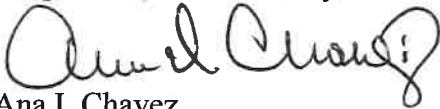
IX. Next Board Meeting- **April 6, 2023.**

X. Approval of Accounts Payable – **February 2023.**

Motion: Carlos Garcia Jr., made a Motion to Approve February 2023 Accounts Payable. Daisy Garcia seconds the motion. All Board Members present in favor, Motion carried. Absent: Villasana.

XI. Meeting adjourned at 6:06PM.

Respectfully Submitted by,



Ana I. Chavez

District Manager