

Pixley Public Utility District

Board of Directors Regular Meeting

Date: August 7, 2023

Time: 6:30 P.M.

Place: 232 East Davis Pixley CA 93256

Contact: (559)757-3878

Agenda:

1. Call to Order

2. Minutes

3. Bills to be Paid

4. Public Comments

- Members of the public may address the Board during public comments regarding any matter which is under the jurisdiction of the Board. Comments shall be limited to three minutes per person with thirty minutes overall for the entire comments period, unless otherwise indicated by the Board President.

5. Update/Tait Property

- Chicago Title needs Corporate Resolution in order to close Escrow.
- Recommended Action: Review and Approve Resolution

6. Update/T-Mobile

- Discussion, consideration, and possible action on T-Mobile placing equipment on Water Tower

7. Provost & Pritchard

1) DEVELOPMENT UPDATE AND REPORT ACTIVE ITEMS

a) Remaining Available Water Units (January 2023)

125 units

- Will Serve Letters
- Mercado – Walnut (11-19-19/11-7-22) **1**
- Orneles – 270 W. Court Ave. (12-20-19/2-7-23) **3**
- N&S Truck Stop (11-2-21) **22**
- Palma-Quiroz (7-11-22) **1**
- Correa (7-11-22) **1**
- Camp (8-1-22) **1**
- Correa (12-5-22) **2**
- Thandi/Singh (12-5-22) **24**
- Correa – 451 Market Street (1-9-23) **3**
- Pixley Park **2**
- Correa – Pine Street **18**
- Robles -339 Walnut Street **2**
- Remaining Available Water Units **45 units**

b) Travel Stop – It is understood that the developer of the travel center north of Howard Avenue near Park Drive may be constructing the water line from Howard

Avenue north to our water main extension project in the spring of 2023. A formal Agreement between the property owner and the Pixley PUD will be required for the reimbursement of costs expended by the Pixley PUD construction of the water line across a portion of the proposed development frontage. P&P staff are coordinating with the developer's engineer to finalize an agreement for Board consideration. The project engineer has addressed District comments. We are awaiting their response to our fee assessment.

- c) Pixley Park – The County of Tulare has hired a design consultant and is consulting with District staff.
- 2) INFRASTRUCTURE PLANNING
- a) Well and Waterline Replacement Project
 - Near term activity for the month:
 - Well 5: Bakersfield Well and Pump successfully removed the pump and recorded video. There was some damage to the well casing. Bakersfield Well and Pump re-installed the equipment and performed a start-up on June 14th. The well is performing, has passed water quality results, and was introduced into the system. Rob is coordinating meter repair to finalizing control systems, etc.
 - Well 6: Work is proceeding on the final punch list. The punch list now consists of adjustment of drain line, air release valve at the hydro-tank, as well as restoring the installation of the clay valve and sound enclosure over Well 5. Expecting closure shortly but we suggest holding back a portion of the retention or bond for the remainder. It is recommended that \$50,000 of the retention is released to Unified (still \$59,000 remaining). A letter to the State will be provided for additional consideration, addressing the significant delay in reimbursement and discrepancy error in the final reimbursement.
 - Recommended Action: Board's pleasure
- 3) FUNDING ASSISTANCE APPLICATIONS
- a) Planning Grant and Construction Grant Applications to the State
 - The Planning Grant Application has been finalized and submitted to the State for consideration. The improvements would include the following:
 - Relocation of wastewater collection system improvements in the vicinity of Court and Main Streets
 - Construction of a self-cleaning screen prior to the influent lift station at the WWTF
 - Construction on pumps in the aeration tanks to allow for dewatering of the aeration tanks when maintenance is required
 - Groundwater Monitoring Wells at the WWTF
 - Grit removal equipment at the WWTF
 - Sludge Drying Bed improvements at the WWTF
 - The State has assigned a Project Manager to the project application.
 - The State has responded that the information submitted appeared to be complete and that Pixley PUD may expect an executed agreement in 9 to 12 months from December 2022. Updated forms were submitted to the State.
 - Recommended Action: Board's pleasure
 - b) Interim Emergency Drinking Water and Drought Related Drinking Water Funding

- The Project received the final Grant Contract from the State. A kickoff meeting with the State was conducted and a task order was authorized for Provost & Pritchard to perform the design. Design has been initiated and fill station has been ordered. The contractor is coordinating sitework. Fill station installed in July but has not passed water tests. Working on items to get it into service. The State is issuing an extension to the contract.
- Recommended Action: Board's pleasure
- c) Drought Relief Grant Applications to the Department of Water Resources
 - A Contract for the funding is expected from the Department of Water Resources has been received.
 - Well 4 Rehabilitation
 - This project would rehabilitate the Well 4 well casing in a manner similar to the work performed on Well 3A. An initial site visit may offer an option of a new well on the site as the rehabilitation effort rather than pulling the existing pump – due the recent experience of Well 2A. Communications with DWR and DDW will be initiated soon. The project would include a standby generator for Well 4. Funding has been approved for this project by DWR. Communications with DWR and DDW have been initiated and we are awaiting conceptual approval from DDW. Board directed engineering staff to plan for building demolition.
 - Addendum to the Water Supply and Distribution Improvement Project, Mitigated Negative Declaration was approved at the December Board meeting. Design is proceeding and we are coordinating with the electrical engineer.
 - Water Main in Elm and loops to School Street
 - This project would provide a 10 inch main extension in Elm from Joanne to Ellsworth. In addition, this project would loop the waterlines in Carol, Holste, Sarah, and Diane to School Street. Funding has been approved for this project by DWR. Construction Documents have been started. Project awarded to Specialty Construction.
 - Construction initiated, but discovery of unmarked utilities has brought some delay. School Street tie-ins are complete. Some adjustments needed on Elm Street to adjust conflicts. Crews have moved to Park Drive while conflicts were addressed. Expected to return and finish in June. Work has resumed, expected to be finalized in August, with a Notice of Completion to be submitted in September for Board consideration.
 - A request for additional funds was submitted to and approved by DWR.
 - Recommended Action: Board's pleasure
- d) TCP PLANNING GRANT APPLICATIONS TO THE STATE WATER RESOURCES CONTROL BOARD – WELL 5, WELL 3A, AND 4
 - The State has authorized Self Help Enterprises with a Technical Assistance Grant for the project.
 - Design and environmental work have begun. The work now includes mitigation measures for Well 6.
 - Recommended Action: Board's pleasure
- e) IRWM GRANT TO EVALUATE IMPROVING THE WATER LINE NORTH OF COURT ALONG PARK. (\$2,000,000 grant)
 - Water Main Loop Across State Route 99

- This project would provide for a 12-inch main across State Route 99 north of Howard. The project would extend a 12-inch main north in Park Drive. The water main would loop from Main to Howard. Funding has been received from the County of Tulare for this project.
 - The property owner east of Park Drive and south of the Memorial Building will construct the water main across its frontage.
 - Several easements were approved by the PPUD for the water main extension project.
 - Project awarded to Specialty Construction. Work has resumed, expected to be finalized in August, with a Notice of Completion to be submitted in September for Board Consideration.
 - Recommended Action: Board’s pleasure
- 4) TULE BASIN WATER QUALITY COALITION – WATER FILL STATION
- The Tule Basin Water Quality Coalition is requesting to enter into an agreement with Pixley PUD for the installation and operation of a water fill station. The proposed location is the southeast corner of the tank site on School Street north of Terra Bella.
 - Updated information has been received and reviewed. Comments have been returned to the applicant. Draft contract was approved at the December Board meeting. The draft Memorandum of Understanding was submitted by Tule Basin for Board review but rejected by the Board in April.
 - Recommended Action: Board’s pleasure
- 5) CALTRANS PROPOSED POSITIVE LOCATION AGREEMENT
- Caltrans contacted the Pixley PUD on December 5, 2022 with the following request:
 - Caltrans is preparing projects where a positive location or “potholing” of Pixley Public Utility District facilities within the highway right of way is required. Caltrans is requesting a Positive Location Agreement (Pos-Loc Agreement) executed from Pixley Public Utility District. This agreement will permit Caltrans to perform non-destructive vacuum extraction and electronic detection to determine the exact facility location and elevation at no expense to the utility owner. Further, Caltrans will indemnify Pixley Public Utility District of all liability with the testing procedures.
 - A copy of the proposed agreement was included at the meeting of December 19 and is attached.
 - The utility of interest to Caltrans in the immediate term is to pothole the sewer line crossing State Route 99 and water lines in the vicinity of Davis and in the vicinity of Court.
 - At the February Board Meeting, the agreement was approved pending Legal Counsel review, who is coordinating with Caltrans staff on the verbiage.
 - Recommended Action: Board’s pleasure
- 6) COUNTY OF TULARE – COURT AVENUE PROJECT
- The County of Tulare has contacted Pixley PUD regarding a road project in Court Avenue between Main Street and School Street.

- The County is planning to resurface the roadway, which will impact the existing water valves and sewer manholes owned by the Pixley PUD. The County is requiring that the Pixley PUD pay for raising the valve boxes and manholes. The Work cannot be performed until the resurfacing work is completed. It is recommended that the Pixley PUD request that the County of Tulare cover the cost for raising the valve vaults and manholes. If the County of Tulare will not cover the cost, it is recommended that the Pixley PUD request that the County include bid items in their construction contract for raising the valve vaults and manholes. The County of Tulare and Pixley PUD could enter into an agreement that would make provisions for Pixley PUD to reimburse the cost of the work associated with the valve vaults and manholes. It is not recommended that Pixley PUD enter into a separate contract for the work after the resurfacing is completed as it is expected that such an effort would be more costly than performing the work when the resurfacing is performed.
 - The Board voted to approve the County loan agreement at the June 13th meeting. County returned a signed agreement. Awaiting bid results for the final construction cost.
 - Recommended Action: Board's Pleasure
- 7) County of Tulare – Terra Bella Avenue Project
- The County of Tulare has contacted Pixley PUD regarding a 2024 road project on Terra Bella Avenue between Road 96 and Cedar Street. There are some PUD facilities in the area, but not many.
 - Recommended Action: Board's Pleasure
- 8) LOWER TULE RIVER IRRIGATION DISTRICT REQUEST
- Lower Tule reached out to the PUD with its intent to gather additional information concerning groundwater levels by installing and operating, at Lower Tule's expense, a transducer in Pixley wells. A draft agreement was provided to the PUD. Lower Tule provided an agreement for signature, which has been reviewed by both the District Counsel and Engineer.
 - Recommended Action: Review and Approve Agreement
- 9) Pixley PUD Rate Study
- P&P staff have engaged in discussions. Expected to have recommendations shortly, potentially at a special meeting.
 - Recommended Action: Board's pleasure
- 10) County Water Feasibility Study
- County staff approached the PUD concerning the feasibility of extending the water main in Park Drive north to Road 120. It was determined that P&P staff would contract directly with the County to provide options (including new well and/or tank facilities) at no cost to the District.
 - Recommended Action: Board's pleasure
- 8. Tools & Maintenance**
- 1) Discuss a procedure for uniform allowance.
- 9. Other Matters**
- 1) Tule Basin Management Zone. Review of Revised Memorandum of Understanding (MOU) for signature. / 2024 Fiscal Year Invoice review for payment option to pay in full or partial payments.

- 2) Discuss title change of Operator 1 to Maintenance Manager/Operator 1 and Overtime Work.
- 3) Add new Board Member Jose Moreno to the bank accounts. Remove Outgoing Office Manager Jennifer Blevins bank accounts.
- 4) Discuss the limit increase of Robert Masters Business Credit Card. Current limit is set at \$5,000.00.
- 5) Schedule Special Board Meeting to discuss District Budget for the 2023-2024 Fiscal Year.

10. Board Member Communications

11. Adjournment

Materials related to an item on this Agenda submitted to the legislative body after distribution of the agenda packet are available for public inspection at Pixley Public Utility District, 232 East Davis Avenue Pixley, during normal business hours. *“This institution is an equal opportunity provider and employer. Communication for Hearing Impaired: the TTY/TDD number is: (800)654-5984, voice only: (800)654-5988. Waste Water Services are provided on an Equal Opportunity basis. Reasonable accommodations for alternative means of communications or access of individuals with disabilities will be made upon request. Call: (559)757-3878 to request accommodation.”*