

Minutes

The Pixley Public Utility district held a Board Meeting on the 6th day of October at the Pixley Public Utility District

- It was determined that a quorum was present with the following Board Member present Ronnie Prine, Ramon Cisneros, and Matthew Martinez. Present as well were Amanda Rodari; Office Manager, Robert Masters; Operations Supervisor, Chad Lew; District Counsel, and Maija Madec; District Engineer.

1. The meeting was called to order at: 6:30pm

2. Minutes

- The minutes of the September 8, 2025, Board Meeting were submitted for review. On the motion of Ramon Cisneros and second by Matthew Martinez and a unanimous vote the minutes were approved as submitted. Motion Carried.

3. Bills to be Paid

- On motion of Ramon Cisneros and a second by Matthew Martinez and a unanimous vote the following bills were ordered paid. See Exhibit "A". Motion Carried.

4. Public Comments

- N/A

5. Kirk Masters – Pixley Irrigation/Lower Tule Irrigation

- **Sustainable Groundwater Management Act (SGMA)**
- Kirk Masters was not present to give an update on this item.

6. Provost & Pritchard

1) DEVELOPMENT UPDATE AND REPORT ON ACTIVE ITEMS

a) <u>Available Water Units</u>	110
• Will Service Letters	
• Thandi/Singh – 174 Court (12/22, 1/24, 3/25)	24
• Ayon – 565 Walnut Avenue (1/24, 3/25)	1
• Jacobo – 156 Pine (3/24, 3/25)	1
• <i>Valdovinos – 1086 Market (7/24)</i>	1
• Galvan – 105 Airport (12/24)	1
• Orellano – 782 S Main (2/25)	1
• Martinez – 656 W Bradbury (5/25)	1
• Terrel – 426 W Terra Bella (5/25)	2
• Correa – Tract 7445 (7/25)	18
• Remaining Available Water Units	60
• Projects in <i>italics</i> have expired. Recommend sending notification letters indicating that extension requests are necessary. Projects in <i>bold italics</i> have applied for extensions. Projects in bold are new projects. Projects struck out have been constructed.	

b) Pixley Medical Clinic Expansion

- **Pixley Medical Clinic is proposing an expansion. The Medical Clinic developers have indicated that they plan to submit plans for undergrounding of the SCE utilities within the adjacent PPUD property. If the Medical Clinic submits an updated proposal to connect underground conduit to PPUD, then PPUD will review, and route said proposal to AT&T and T-Mobile for review and comment with respect to the existing onsite lease agreement.**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec reported that she has not received any updates since last month regarding this project and the undergrounding of the current SCE utilities.

c) Valdovinos (1086 Market Street) – Will Serve Extension

- **Water/Sewer service is requested for a proposed warehouse. Conditions of the previous will-serve letter have not been addressed. Improvement plans are required to show water and sewer service locations, and the extension of the sewer main to the subject property, prior to providing a will-serve extension.**
- District Engineer Maija Madec reported that she still has not received any new plans or updates from Mr. Valdovinos. He was concerned about why they need to provide plans for the water and sewer main. But it is something we need especially the sewer main and bringing it down from Bradbury. She said all they have sent within the last few months is an encroachment permit. Office Manager Amanda Rodari advised she can reach out to see if they still plan on moving forward and if they have a time frame of when plans will be submitted for review.

d) 735 South Maple (299-122-015) – Duplex Reconstruction

- **It has come to the attention of PPUD that construction has started on this property. The County issued a building permit without a Will Serve Letter because there is an existing service on the property. The existing 1" water service currently services the triplex on the property, and it is understood to have also served the duplex in the past. The District may consider requiring a second water/sewer service for the duplex.**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec reported the county had given a building permit for the reconstruction of the Duplex due to there being existing water on the property. The discussion to be had is whether the District wants to require separate water and sewer services from the Triplex or grandfather in the single service as it was. Office Manager Amanda Rodari reported that from last meeting she was able to determine that the property has always been charged one water service and five sewers. When they became unoccupied it was then charged one water service and one sewer service, up until January of 2023 when the Triplex portion was reconstructed and then it began being charged one water service and three sewer services. After some discussion amongst the Board it

was decided to bill the account as it has in previous years once the Duplex is constructed and charge the account for 1 water and 5 sewers.

e) Perez Apartments (299-040-014) Will Serve Request

- **A Will Serve Request was submitted for a 70-unit apartment complex on N. Elm Street, north of Pixley Middle School. There is insufficient water capacity to serve the proposed development at this time. There are currently no water or sewer lines along the frontage road of the proposed development, and sewer capacity is limited in this area. A response letter is provided, with additional information requirements, including the need for capacity evaluations of water and sewer systems.**
- **Recommended Action: Direct staff to send the Response Letter**
- District Engineer Maija Madec reported that we received a request for a 70-unit apartment complex on Elm, North of Pixley Middle School, we didn't receive a lot of information regarding the project but there is no capacity right now in the water system and sewer collection system to serve this request. P&P drafted a letter stating they would need to do a capacity study to evaluate the capacity in that area. The sewer in that area especially would be a challenge getting it across the 99 to serve that number of units. She mentioned that previous District Engineer Michael Taylor had done a sewer capacity study prior for a similar project in this area and there was no capacity for the sewer to do this. The letter advises things that need to be completed to move forward with a potential project. Board Member Ramon Cisneros then questioned if it was not feasible at all, to which Maija answered that at this time it is not, they would need to some improvements to the Sewer System to make it feasible. On motion of Matthew Martinez and second by Ramon Cisneros and unanimous vote the draft response letter submitted was approved to be executed and provided to Mr. Perez. Motion Carried.

2) INFRASTRUCTURE PROJECTS

a) Drought Relief Grant from the Department of Water Resources – Well 4A

- **The project is proceeding. Well construction has been completed. The well design has been updated and will be a long lead time item. Contractor will be doing site work, piping, concrete work, and some electrical work.**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec reported that they are still waiting on the Well pump to come in. It is a long lead time item. They have done some site work on the property. We are in a waiting pattern now.

b) TCP Planning Grant from the State Water Resources Control Board – Well 5, 3A, 4, & 6

- **The State has assigned a Project Manager for the Construction Grant Application. Design is complete. Cost estimate is being updated for final grant request and submittal.**
- **Recommended Action: Board's Pleasure**

- District Engineer Maija Madec reported that design is done. They are working on the final estimate and then it can be finalized and submitted.

3) COUNTY ROAD PROJECTS

- **County Staff approached the PPUD concerning three roadway projects. The locations include:**

Location	Water Valves	Sewer Manholes	Projected Cost	Projected Date
Court St. Park St. to School St.	33	13	\$63,350	Spring 2024
Terra Bella Ave. Rd. 96 to Cedar St.	7	1	\$16,000	Summer 2024
Terra Bella Ave. SR 99 to School St.	23	8	TBD	Fall 2025

- **The new reimbursement agreement for the Court Ave. project is still pending.**
- **The County is processing the Utility Agreement (UA) for the second Terra Bella project with Caltrans for their review and approval. Once Caltrans approval is received, the County will provide the UA for PPUD consideration.**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec reported that there are no updates to provide on either agreement. We are still waiting to hear back from the County on both.

4) LEAD SERVICE LINE INVENTORY

- **The Lead Service Line Inventory was submitted on October 14, 2024. The District performed additional field reviews to confirm no lead service lines exist in the system.**
- **On September 26, 2025, PPUD received confirmation from the State that the updated service line inventory is approved.**
- **The State encourages the District to continue documenting service line material types encountered during normal operations.**
- **Unknown service line notices do not need to be sent out. However, due to the response from the previous notices, a draft notice is prepared to state that PPUD found no lead service lines in the system.**
- **Recommended Action: Provide any edits to the notice. Direct staff to send notice to customers.**
- District Engineer Maija Madec reported that multiple field reviews were completed over the last few months. Enough field reviews were completed to meet interpolation for the community. It was accepted and approved by the State. They advised us we are not required to send notices out stating there are unknown services. However, based on the response from the notices sent out last year it would be best to send out a follow-up response advising we have completed our

inventory and determined we found no lead service lines. She submitted a notice for review. After some discussion it was decided for District Attorney Chad Lew to review the notice as he did not have a chance to review this item beforehand and table the notice for approval until next meeting.

5) Cross Connection Control Plan

- **Mike McKeever, Water Connection Inc. conducted the field survey in July and prepared the CCCP and Cross Connection Survey (hazard assessment).**
- **An updated Ordinance for the Control of Backflow and Cross-Connections is provided for consideration.**
- **The Cross Connections Survey identified 52 backflows to be installed, repaired, or upgraded. These should be reviewed and customers notified of the improvements needed.**
- **Recommended Action: Adopt Ordinance for the Control of Backflow and Cross-Connections.**
- District Engineer Maija Madec reported that the Cross Connection Control Plan was completed and Mike McKeever who performed this submitted it to the State. He also drafted an Ordinance that essentially it updates for the new regulations, but she feels like it needs to be modified because in our existing Ordinance there are certain operational things that are still important and not incorporated. She thinks the two need to be combined and submitted for review and adoption. After discussion amongst the Board and District Counsel Chad Lew and Maija, it was decided that Maija would review the two and complete a modified redline of our existing Ordinance to incorporate the new codes from Mikes Ordinance and then share the redline version with Chad for a follow up review and bring back for review and potential adoption of the updated Ordinance at the next meeting.

6) Pixley PUD MSR & SOI Update

- **Tulare County provided a Draft Municipal Service Review (MSR) and recommended Sphere of Influence (SOI) update for Pixley PUD, for review and comment.**
- **The deadline for draft MSR comments is November 7, 2025.**
- **Comments are provided for consideration.**
- **Recommended Action: Provide any edits to the comment letter. Direct staff to send the comment letter to the County.**
- District Engineer Maija Madec reported that she reviewed the Draft MSR submitted by the County and found multiple items that were outdated and other items that needed addressed. Provost and Pritchard put together a comment letter response for board review and approval to be submitted. On motion of Ramon Cisneros and second by Matthew Martinez the comment letter that was submitted for review was approved to execute and provide to the County. Motion Carried.

7) Water and Sewer Mapping

- **P&P is preparing GIS based on existing GIS data and project information, to be accessible through an online web application. GIS data has been migrated over and attributed to GIS.**
- **P&P provided access to the ArcGIS online maps to PPUD for review and feedback.**
- **Recommended Action: Board's Pleasure**
- District Engineer Maija Madec reported that they did get this pretty much completed and sent to Operator Kc McPhetridge to review. To which he seemed to like what he has seen so far. However, Philip, their GIS guy, would like to review this with him in person to get more feedback.

7. Tools & Maintenance

- Operations Supervisor Robert Masters reported they are moving along with Register Maintenance and close to being complete with their first phase. There are current issues out at the Sewer Plant with two of the four Aerators that are out there. 3-4 years ago, we fixed one that went out, and we recently had to have another one of the four fixed earlier this year that went out. About 2-3 months ago another one of the four started clicking as if it is about to go out. They are trying to keep an eye on it, but it is about to take the whole motor off. They try to tighten everything down but each day it loosens more. Now the last one of the four is starting to click. So, two of the four appear they are going to give out and break. He has been in talks with Michael Taylor, Engineer with Provost & Pritchard, who is working on an alternative plan option for the plant, but it is going to require a grant to fix. District Engineer Maija Madec advised that Michael had mentioned this to her, and she has reached out to RCAC about potential grants and funding for planning. Michael's idea is that there is a system we could use to mirror what we currently have on property, it would be six feet deep and have an aerator to go around and we would pump to the clarifier we have now. Instead of demoing everything we have now and rebuilding. We would just abandon what we currently have for now. Maija advised she did reach out about information for funding but has not heard anything back, but she will follow up again and see what our next steps could be. For now, the guys are going to do what they can to get this by and fix what they can as the days go on until we have a plan to take next steps to correct the issue. And Maija will think of other temporary options we may have to get by in the meantime.

8. Other Matters

1) Potential Abandonment Properties

- **APN 299-091-021 – 170 South Elm (Trailer in Back)**
- **APN 298-060-006 – 533 West Compton**
- **APN 298-060-026 – 617 West Compton**
- **APN 298-042-012 – 280 West Ellsworth (Lot behind 397 Market)**
- **APN 298-042-013 – 304 West Ellsworth**
- **APN 298-042-013 – 310 West Ellsworth**

- **APN 298-043-009 – 313 West Ellsworth**
- **APN 299-121-008 – 835 South Maple**
- **APN 298-042-008 – 305 South Market**
- **APN 298-052-004 – 617 South Market**
- **APN 298-054-018 – 981 South Market**
- **APN 314-250-007 – 651 East Terra Bella**
- **APN 314-250-007 – 655 East Terra Bella**
- **APN 298-051-004 – 655 South Ash**
- **Per direction of the Board on September 8, 2025 Board Meeting, Office Manager Amanda Rodari prioritized the above list for them to be addressed and sent the list to District Counsel Chad Lew via email to begin the Notice process.**
- **Since the last Board Meeting property 313 West Ellsworth has been added to the list.**
- **Recommended Action: Discuss noticing and scheduling Abandonment Hearing or next steps to be taken regarding said properties and their water capacity services and sewer services.**
- Office Manager Amanda Rodari reported that since the last meeting she prioritized the list and provided it to District Counsel Chad Lew for review and advised that 313 East Ellsworth been added to the list due to property being sold and the new owner has not come in to establish service, and we have no contact information for the new owner. After discussion amongst the Board and District Counsel Chad Lew it was decided that Amanda would request the most recent Mini Roll of property owners for the Properties listed above and Chad would get the Notice template over to be sent out in compliance time to hold an Abandonment Hearing at the next board meeting. We will do the hearings in intervals of 5, 5, and 4.

2) Lincoln Financial – Mandatory Roth catch-ups for HPIs (Highly Paid Individuals)

- **Effective January 1, 2026, Section 603 of the Secure 2.0 Act requires that employees who save in an employer-sponsored retirement plan and are considered HPIs must make age-base-catch-up contributions as Roth rather than pretax.**
- **An HPI is an employee who is or will be 50 or older in the current taxable year (starting in 2026) and who earned \$145,000 in FIC wages in the prior taxable year (2025).**
- **PPUD does not currently have any employees considered as HPIs, this is solely being brought to attention for informational purposes to be reviewed so that the Board is aware.**
- **Recommended Action: Board’s Please**
- Office Manager Amanda Rodari informed the Board that we currently do not have employees who qualify as an HPI to complete the Mandatory Catch Up. This was brought to attention just so the Board was aware of the implementation by Lincoln Financial.

3) Stantec – Capacity Assessment relating to the Southwest Tulare County Regional Study

- **Emily Finnegan received PPUD previous TMF Capacity Assessments and materials from the State Water Board, however they were not provided with all documents, or they were outdated.**

- **She is requesting that a survey she submitted regarding capacity assessments to be completed along with a copy of the following items be provided: Most recent annual budget, Consolidation Assessment that is referenced as Attachment 1 on our most recent TMF, Existing Water Facilities that is referenced as Attachment 2 on our most recent TMF, and Capacity Summary referenced as Attachment 4 on our most recent TMF.**
- **Recommended Action: Discuss and potentially direct Provost & Pritchard to respond to Stantec's request for records and complete the provided survey.**
- Office Manager Amanda Rodari reported that Emily reached out regarding the Capacity Assessment the company is doing in the Southwest Tulare County Regional Area via a technical assistance grant from the State. They recently requested documents regarding our capacity from the State and received documents that appeared to be missing attachments or attachments were outdated in reference to our most recent TMF that our previous District Engineer Michael Taylor had sent to the State last year. District Counsel Chad Lew then questioned what TMF stands for, to which District Engineer Maija Madec responded Technical Managerial and Financials. After some discussion amongst the Board, Chad, and Maija, Office Manager Amanda Rodari was directed to submit the requested documents/records to Stantec via email and complete the survey that was submitted and if she needs any help regarding questions on the survey she can reach out to Maija for assistance.

9. Board Member Communications

- N/A

10. Adjournment

- There being no further business before the Board, the meeting was adjourned at 7:40p.m. on the motion of Ramon Cisneros and seconded by Matthew Martinez and a unanimous vote. Motion Carried.

Respectfully submitted
Amanda Rodari
Secretary/Clerk

Pixley Public Utility District

BILLS TO BE PAID SEPTEMBER 2025

OCTOBER 2025 Board Meeting

Exhibit A

Vendors	Credits	Paid	Pending	Paid from RESERVE/SAV
AT&T	-	\$489.21	-	-
AT&T MOBILITY	-	\$248.65	-	-
AT&T U-VERSE – WATER TANK	-	\$112.35	-	-
ATT U-VERSE-DISTRICT OFFICE	-	\$208.39	-	-
BROWN ARMSTRONG ACCOUNTING CORP	-	-	-	\$15,045.90
BSK	-	\$742.38	-	-
CLINES	-	-	\$30.00	-
FGL	-	-	\$1,455.00	-
HPS WEST	-	-	\$1,220.05	-
MC & SONS AUTO REPAIR	-	-	\$50.00	-
MORRIS LEVIN & SONS	-	-	\$16,532.23	-
PIPKIN DETECTIVE AGENCY	-	\$190.00	-	-
PIXLEY AUTO PARTS	-	\$1,000.57	-	-
PROVOST & PRITCHARD	-	-	\$3,662.80	-
RAY CISNEROS AUTO TECH	-	-	\$906.61	-
RCAC INTEREST	-	\$1,137.96	-	-
SIERRA DAIRY	-	\$1,229.30	-	-
SOUTHERN CA EDISON - PLANT	-	\$5,661.94	-	-
SOUTHERN CA EDISON	-	\$2,441.22	-	-
SOUTHERN CA EDISON – WELL 3A	-	\$7,662.36	-	-
SOUTHERN CA EDISON – WELL 6	-	\$5,811.03	-	-

STATE COMPENSATION INSURANCE FUND	-	-	\$716.24	-
STATE WATER RESOURCES CONTROL BOARD	-	\$203.00	-	-
STREAMLINE	-	\$416.00	-	-
SUNCREST BANK	-	\$6,303.83	-	-
TULE TRASH	-	\$98.64	-	-
UNWIRED	-	\$94.98	-	-
US POSTMASTER	-	\$541.68	-	-
VETERINARY SERVICE INC	-	-	\$2,301.54	-
-	-	-	-	-
CREDITS:	-	-	-	-
PAID BILLS:	-	\$34,593.49	-	-
TOTAL TO BE PAID	-	-	\$26,874.47	-
TOTAL OF BILLS TO BE PAID FROM RESERVE	-	-	-	\$15,045.90
TOTAL OF AL BILLS PAID	-	-	-	\$76,513.86
TOTAL TO TRANSFER TO SAVINGS FOR FUTURE BUDGETED PAYMENTS	-	-	-	\$35,932.22