

Pixley Public Utility District

Board of Directors Board Meeting

Date: November 4, 2024

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. Provost & Pritchard

1) DEVELOPMENT UPDATE AND REPORT ON ACTIVE ITEMS

a) Available Water Units **114**

- Will Service Letters
 - Mercado – Walnut (11/19, 11/22, 3/24) **1**
 - Orneles – 270 Court (12/19, 2/23, 3/24) **3**
 - Thandi/Singh – 174 Court (12/22, 1/24) **24**
 - *Correa – Tr. 7445 (4/23)* **18**
 - Terrel – 1424 Terra Bella (12/23) **1**
 - Palma – 772 Main Street (1/24) **1**
 - Ayon – 585 ½ Walnut Avenue (1/24) **1**
 - Jacobo – 156 Pine (3/24) **1**
 - Valdovinos – 1086 Market (7/24) **1**
 - Remaining Available Water Units **63**
 - Projects in *italics* have expired. Recommend sending notification letters indicating that extension requests are necessary. Projects in **bold italics** have applied for extensions. Projects in **bold** are new projects. Projects ~~struck out~~ have been constructed.

b) Pixley Elementary School

- PPUD received communication from Pixley Elementary School requesting information associated with potential annexation of the school to the PPUD. Communications have been initiated. Tulare County LAFCo has responded with some suggestions on how to proceed. A task checklist

and budget has been routed to the school to review and initiate the process. Correspondence with the school and LAFCo is ongoing.

c) Park Village

- PPUD received a request from Park Village to evaluate whether two (2) tiny homes could be placed on each mobile home lot that Park Village would like to develop. A draft response was provided on September 17, 2024, which includes a request for additional information from the owner.

d) Orneles (270 W Court)

- It is understood that construction has begun for the proposed triplex at 270 W Court. A conditional will serve letter was issued, however the conditions set forth in the letter, including improvement plans showing proposed water and sewer services, have not been provided. A request for this information will be made, with a copy to the County.

2) INFRASTRUCTURE PLANNING

a) Well and Waterline Replacement Project

- Near-term activity for the month:
- Well 5: Well 5 is now producing compliant water. Programming and sound enclosure are complete. Potential for some additional adjustments to the programming to allow for no bypass to waste if the pump has run within a few hours.
- The financial hardship memorandum associated with Proposition 84 funds was approved at the October Board meeting and was sent. Michael and Ronnie met with State grant staff, who acknowledged the hardship and are reviewing the information to determine any potential compensatory payment to PPUD. The State communicated on September 23, 2024 that a Contract Amendment was being processed to allow for reimbursement of accrued interest costs.
- Recommended Action: Board's Pleasure

3) FUNDING ASSISTANCE APPLICATIONS

a) Interim Emergency Drinking Water and Drought Related Drinking Water Funding

- The fill station passed water tests and is in service. The state is issuing an extension to the contract. PPUD received the State license through the California Dept. of Public Health. Mark Magtoto, the representative from SWRCB, visited the site March 27, 2024 and was positive and helpful in his assessment. The filter is installed, and we have received a "non-detect" test results for 1,2,3-TCP. Final maintenance items have been addressed. P&P staff completed the final report and the final reimbursement request has been submitted. Final payment from the State has been received
- Recommended Action: Board's Pleasure

- b) Drought Relief Grant Applications to the Department of Water Resources- Well 4A
 - The State added funds to the project, which allowed for award. The Notice of Award, Contract, and related items have been received from the Contractor. Establishment of a date to begin construction is pending. P&P staff has prepared a draft Change Order to remove the Sea Train at the PPUD office, which has been acknowledged by the Contractor.
 - Recommended Action: Board’s Pleasure
- c) TCP Planning Grant from the State Water Resources Control Board – Well 5, Well 3A, 4, & 6
 - The State has authorized Self Help Enterprises with a Technical Assistance Grant for the project. Design and environmental work proceed. Environmental documents were adopted in September 2024.
 - Recommended Action: Board’s Pleasure
- d) TCP Construction Grant Applications to the State Water Resources Control Board – Well 5, Well 3A, 4, and 6
 - The State has assigned a Project Manager for the Construction Grant Application. Information has been requested by the State to continue to process the application.
 - A progress meeting with the State was held August 12, 2024. Project progressing.
 - Recommended Action: Board’s Pleasure

4) COUNTY ROAD PROJECTS

- County Staff approached the PUD concerning two additional roadway projects. Including the Court Street project, 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.	TBD	TBD	TBD	Summer 2025

- County Staff has reached out concerning Terra Bella payment for utility work.
- The County has indicated that excess funds from the ARPA project in Pixley might be eligible for use to pay down a portion of the Court Street loan, associated with water system improvements. The excess funds amount to \$32,209. County staff submitted a payment schedule for Court St. The

county of Tulare has routed the First Amendment to Tulare County Agreement No. 31305 for PPUD consideration and approval. The First Amendment was approved at the October Board meeting; however the County has determined that ARPA Funding cannot be used for debt service. Tulare County Agreement 31305 will need to be terminated, and a new reimbursement agreement will be drafted. The \$32,209 will be invoiced separately with the County.

- County Staff sent a draft agreement for the Terra Bella (Rd 96 to Cedar St.) for approval.
- Recommended Action: Review and approve the Agreement 31305 Termination Resolution

5) THRIVING COMMUNITIES

- Self-help Enterprises and County of Tulare staff reached out concerning an FHWA grant. A meeting was held on June 18 to discuss. Potential uses for the award include feasibility studies, public outreach efforts, or specific projects. One such project includes funding for the utility adjustments within County Road projects (Court Street and Terra Bella Avenue).
- Recommended Action: Board's Pleasure

6) LEAD SERVICE LINE INVENTORY

- The Lead Service Line Inventory was submitted on October 14, 2024
- The DDW Lead and Copper Rule Revisions (LCRR) Unit has screened the inventory data and determined that the inventory contains service lines that are classified as Lead, Galvanized Requiring Replacement (GRR), or Lead Status Unknown, which requires public notification.
- **Public Notification Requirements for Potential Service Lines Containing Lead:**
 - ❖ The District is required to notify the customers served by lead, GRR, or lead status unknown service lines by **November 15, 2024**.
 - ❖ This notice must be provided annually until the service line is identified as non-lead or no longer contains any portion classified as lead or GRR.
 - ❖ For new customers, this notice must be provided at the time-of-service initiation.
 - ❖ The District must certify to DDW that public notification was issued to the affected customers.
- Recommended Action: Board's Please

7) SSMP UPDATE

- Pixley PUD has received a Notice of Applicability for the Sanitary Sewer Management Plan. The State has several requirements associated with updating the existing plan to comply with the new Geneal Order.

- P&P staff is proceeding to complete the update to the SSMP in accordance with the authorized Task Order.
 - Recommended Action: Board's Pleasure
- 8) CALTRANS AGREEMENT FOR POTHOLING
- Caltrans is preparing projects where a positive location or "potholing" of the 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 the 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.
 - Recommended Action: Review and approve Caltrans Agreement for Positive Location of Underground Utilities
- 9) TECHNICAL ASSISTANCE GRANT APPLICATIONS
- Funding applications have been submitted for the following projects:
 - ❖ Sewer relocation from behind homes to adjacent roadways
 - ❖ Wastewater treatment plant improvements including groundwater monitoring wells, lift station self-cleaning screen, and grit removal
 - ❖ Replace water mains that are 4" diameter and smaller
 - The State has indicated that funding is not available for these projects at this time. DFA will reevaluate all applications again next fiscal year.
 - Recommended Action: Board's Pleasure
- 10) TECHNICAL ASSISTANCE GRANT APPLICATIONS
- Stantec has requested Provost & Pritchard enter into a subconsultant agreement for the purposes of providing feedback and input associated with a Teviston Consolidation Feasibility Study, which will review a variety of consolidation options for Teviston CSD. The potential tasks for P&P would include:
 - ❖ Review and respond to two technical memorandums
 - ❖ Engage with Stantec related to attendance of up to four PPUD Board meetings
 - ❖ Respond to data requests related to a rate analysis for the combined system
 - Some clarification for the above tasks has been requested. It is noted that if P&P participates in the study, any responses would be reviewed with the Pixley PUD Board prior to delivery.
 - It is requested that Pixley PUD provide comments relative to the potential participation of Provost & Pritchard with the Teviston Consolidation Feasibility Study.
 - Recommended Action: Board's Pleasure

11) SEWER CHARGES FOR ELEMENTARY AND MIDDLE SCHOOLS

- P&P staff re-assessed the monthly charges owed to the Pixley PUD for school usage. School enrollment was provided to the District and utilized to calculate equivalent units. The calculated charge for the Elementary School was 15 equivalent units, leading to a monthly charge of \$796.50, and the calculated charge for the Middle School was 7.5 equivalent units, leading to a monthly charge of \$398.25. Refer to the attached memorandum. We recommend providing this assessment to the School District.
- Recommended Action: Approve monthly sewer charge of \$796.50 for the Elementary School as well as to execute the Agreement for Extraterritorial Potable Water and Sewer Service Agreement and the sewer charge of \$398.25 for the Middle School

6. Tools & Maintenance

7. Other Matters

1) Lincoln Financial Group

- Interim Amendment applicable to 457(b) Government Retirement Plan reflecting the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020 and the Setting Every Community Up for Retirement Enhancement (SECURE) Act of 2019.
- Recommended Action: Review, discuss, and potentially approve to execute the CARES/SECURE Amendment Form

Convene to closed session

8. Conference with Labor Negotiators (Government Code Section 54957.6) Unrepresented Employee: Operator in Training

Convene to open session

9. Discussion, consideration, and potential action to increase the hourly wage of Operator in Training in an amount not to exceed \$26.00, per hour, effective November 1, 2024

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 the Pixley Public Utility District, 232 East Davis Pixley, during normal business hours. *“This institution is an equal opportunity provider and employer. Waste/Water Services are provided on an Equal Opportunity basis. Reasonable accommodation for alternative means of communication or access for individuals with disabilities will be made upon request. Call: (559)757-3878 to request accommodation.”*