

Pixley Public Utility District

Board of Directors Board Meeting

Date: February 3, 2025

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. Margarita Robles Castro

- 260 Bradbury Ave – Billing of Account

6. Kirk Masters – Pixley Irrigation/Lower Tule Irrigation

- Sustainable Groundwater Management Act (SGMA)

7. Provost & Pritchard

1) DEVELOPMENT UPDATE AND REPORT ON ACTIVE ITEMS

a) Available Water Units **114**

• Will Service Letters

- *Thandi/Singh – 174 Court (12/22, 1/24)* **24**
- *Palma – 772 Main Street (1/24)* **1**
- *Ayon – 585 ½ Walnut Avenue (1/24)* **1**
- Mercado – Walnut (11/19, 11/22, 3/24) **1**
- Orneles – 270 Court (12/19, 2/23, 3/24) **3**
- Jacobo – 156 Pine (3/24) **1**
- Valdovinos – 1086 Market (7/24) **1**
- Galvan – 105 Airport (12/24) **1**
- **Orellano – 782 S Main (2/25)** **1**
- Remaining Available Water Units **80**

- 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) 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 has been made.

d) Orellano (782 S Main)

- Will Serve Request
- Water/Sewer service is requested for a new laundromat. Water and sewer services exist on the property. It is understood that the property owner has been paying to maintain water service capacity and three sewer units for the property. A draft will serve letter has been prepared for PPUD consideration.
- Recommended Action: Approve Will Serve Letter to 782 S Main.

2) FUNDING

a) Well and Waterline Replacement Project

- 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 December 17, 2024 that a Contract Amendment was being processed to allow for reimbursement of accrued interest costs.
- Recommended Action: Board's Pleasure

3) INFRASTRUCTURE PROJECTS

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

- The project is proceeding. Sea Trains containers are placed at the WWTF. Final earthwork at the WWTF site is proceeding this week to allow for PPUD staff to relocate materials to the Sea Trains. Demolition of the building at the Well 4 site is expected the first week of February.
- Recommended Action: Board's Pleasure

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. A progress meeting was held on November 22, 2024. Design is near completion. Environmental documents were adopted in September 2024. Supplemental financial documents are being prepared for submittal to the State. The intent is to have a complete Construction Grant Application submitted by the end of February 2025.
- Recommended Action: Board’s Pleasure

4) 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 County has requested a response to the utility notification letter by February 14, 2025. Review and input from PPUD legal counsel is requested regarding the requested documentation.
- Recommended Action: Board’s Pleasure

5) THRIVING COMMUNITIES

- Self-help Enterprises and County of Tulare staff reached out concerning an FHWA grant. The meeting was held on June 18, 2024 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
- Public Notifications were sent to customers on November 14, 2024. The certification to DDW was also sent on November 14, 2024
- P&P will review and identify additional service lines for PPUD to inspect.
- Recommended Action: Board’s Pleasure

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 prepared the update to the SSMP in accordance with the new requirements.
- The Updated SSMP is submitted under separate cover.
- Recommended Action: Consider adoption of the updated SSMP and authorize submittal to the State.

8) UPDATED COPRECTIVE ACTION PLAN FOR TCP

- The Division of Drinking Water completed a preliminary review of the Updated Corrective Action Plan that was submitted and they advised that the Project Design portion and Construction and Funding Application portion needed to be updated and resubmitted in order to avoid any citations or fines
- Both items have been updated to reflect the date of 2/28/2025
- Recommended Action: Review updated changes and approve submittal of the Updated Corrective Action Plan to DDW

8. Tools & Maintenance

9. Other Matters

1) Streamline/Non-Accessible Document

- PPUD Draft ISMND Water Main Extension Project Across Highway 99 document is 193 pages and NOT an Accessible Document on the Streamline Website per WCAG 2.1 standard test. Project has been completed.
- Recommended Action: Discuss options and potentially approve requesting Remediation from Streamline team at \$7.00 per page (\$1,351.00), potential Remediation from P&P if applicable, remove from Website as project complete, or leave as is.

2) Streamline/Board Packets & Meeting Minutes

- Discuss the options for uploading the Monthly Board Packets and Meeting Minutes that have been approved to the District Website. In doing so each document would need to be ADA accessible. Meaning any document(s) submitted on behalf of residents, vendors, or contracted associates that would be submitted as supporting documents for the Board Packet would need to be sent potentially as ADA accessible PDFs. If documents are unable to be submitted as accessible, the option of having the Streamline team complete document remediation is an option of \$7.00 per page of the uploaded document. Documents would also need to be sent in a timely manner if the current District staff is to review and try to make the document(s) accessible. Board Packets could also remain accessible upon request at the District Office once published.
- Recommended Action: Discuss options and potentially approve an option going forward on how to provide Monthly Board Packets and to

upload the Meeting Minutes that have been approved to the District Website

- 3) California Rural Water Association
 - Request for Letter of Support to help show their importance of support for rural communities and their water and sewer systems.
 - Recommended Action: Review and discuss the Letter of Support submitted and potentially act on approving execution of the Letter of Support.
- 4) Pixley Tipton Youth Baseball
 - Pixley Tipton Youth Baseball is inquiring if Pixley Public Utility District is interested in being a Team, Sign, or Partner Sponsorship for the 2024 Baseball Season.
 - Recommended Action: Discuss options and potentially approve a sponsorship option.
- 5) Form 700
 - Board Member Statement of Economic Interests Annual Filling

CLOSED SESSION

10. Public Employee Annual Performance Evaluation (Government Code Section 54957 (b)(1) – Operator 1-Supervisor Robert Masters

11. Public Employee Annual Performance Evaluation Government Code Section 54957 (b)(1) – Operator in Training KC McPhetridge

OPEN SESSION

12. Discussion, Consideration, and Potential Action to Increase Compensation of Operator 1-Supervisor – Robert Masters in an Amount Not to Exceed \$33.50 Per Hour Effective February 1, 2025

13. Discussion, Consideration, and Potential Action to Increase Compensation of Operator in Training – KC McPhetridge in an Amount Not to Exceed \$27.55 Per Hour Effective February 1, 2025

14. Board Member Communications

15. 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.”*