

Pixley Public Utility District

Board of Directors Board Meeting

Date: May 6, 2024

Time: 6:30 P.M.

Place: 232 East Davis Pixley CA 93256

Contact: (559)757-3878

Agenda:

- 1. Call to Order**
- 2. Minutes from the March 29, 2024 Special Board Meeting and April 1, 2024 Board Meeting**
- 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. Tri Counties Bank**
 - Review and Discuss the Waiver of Security and Contract for Deposit of Moneys presented by Tri Counties Bank and to officially change banks from Citizens Business Bank to Tri Counties Bank.
 - Recommended Action: Potentially approve the transfer/change of the Districts bank accounts and the Waiver of Security and Contract for Deposit of Money forms to be signed

Convene to Closed Session

- 6. Conference with Real Property Negotiations (Government Code Section 54956.8)**
 - Property: 2051 W. Terra Bella, Pixley, CA, APN: 314-080-30
 - Agency Negotiation: Chad Lew, Matt Hamilton, Amanda Rodari, and Rob Masters
 - Negotiating Parties: Pixley PUD and New Leaf Energy
 - Under Negotiation: Terms of price, terms of payment and duration of Option and Lease Agreement

Re-Convene to Open Session

- 7. Provost & Pritchard**
 - 1) Development Update and Report on Active Items

- a) Available Water Units **118**
- Will Service Letters
 - Mercado – Walnut (11/19, 11/22, 3/24) **1**
 - Orneles – 270 Court (12/19, 2/23, 3/24) **3**
 - *N&S Truck Stop (11/21)* **22**
 - *Palma-Quiroz – 888 Walnut (7/22)* **1**
 - Thandi/Singh – 174 Court (12/22, 1/24) **24**
 - *Pixley Park (2/23)* **2**
 - *Correa – Tr. 7445 (4/23)* **18**
 - Robles – 339 Walnut (6/23) **2**
 - Terrel – 1430 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**
 - Remaining Available Water Units **41**
 - 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 the 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 are being prepared for the school to review and initiate the process. Correspondence with the school and LAFCo is ongoing.
- c) Pixley Park
- The County of Tulare has hired a design consultant and is consulting with District staff for water services to restrooms at the Park. P&P staff reviewed the draft plans and determined fees.
- 2) Infrastructure Planning
- a) Well and Waterline Replacement Project
- Near-term activity for the month:
 - Well 5: Well 5 is now producing compliant water, awaiting re-installation of the sound enclosure.
 - Well 6: Remaining work for Unified Construction is the air release valve at the hydropneumatics tank. Unified is coordinating with Rob to do the work.
 - 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.

- 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. P&P staff is completing the final report and reimbursement request. The latest tests indicated non-complaint levels of 1-2-3 TCP, so we have ordered a granulated activated carbon filter to mitigate the issue. Mark Magtoto, our State representative, visited the site Mach 27 and was positive and helpful in his assessment. Filter is being installed and we can re-test for 1-2-3 TCP afterwards.

- Recommended Action: Board's Pleasure

b) Drought Relief Grant Applications to the Department of Water Resources

- A contract for the funding has been received from the Department of Water Resources.

❖ Well 4 Rehabilitation:

- Design is proceeding and we are coordinating with the electrical engineer. An updated set of Plans and Specifications will be submitted to DWR for review and authorization to advertise for construction. It is anticipated that the advertisement for construction will be in May 2024. A final site meeting was conducted with the electrical engineer for final design requirements. We are awaiting the final design from the electrical engineer.

- Recommended Action: Board's Pleasure

c) TCP Planning Grant from the State Water Resources Control Board – Well 5, Well 3A, AND Well 4

- The State has authorized Self Help Enterprises with a Technical Assistance Grant for the project.
- Design and environmental work proceed. The work now includes mitigation measures for Well 6

- 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.

- An Emergency Chlorination Plan, Operation Manual, and Emergency Notification Plan for the Water System were approved at the April Board Meeting.
 - Recommended Action: Board’s Pleasure
- 4) Pixley PUD Rate Study
- P&P staff prepared a draft rate study for review and action. Public Hearing scheduled for May 29. Spanish translation planned, P&P staff working on projected and handout materials
 - Recommended Action: Direction on desired visual/handout materials
- 5) 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. A draft copy of the study has been sent to the County for review. No response has been received to date.
 - Recommended Action: Board’s Pleasure
- 6) 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	TBD	Summer 2024
Terra Bella Ave. SR 99 to School St.	TBD	TBD	TBD	Summer 2025

*Engineer’s Estimate: \$2,000 per water valve; \$2,000 per sewer manhole

Bid Items: \$1,250 per water valve; \$1,700 per sewer manhole

- Recommended Action: Board’s Pleasure

8. Tools & Maintenance

9. Other Matters

- 1) Amanda Rodari – District Office Manager
 - Remove from District Bank Accounts and Cancel Credit Cards
- 2) Charlotte Eanes – District Office Assistant
 - Add to District Bank Accounts and order a Business Credit Card

- Discuss potentially extending work hours until Office Manager position is filled if need
 - Recommended Action: Approve for Amanda Rodari to be removed from District Bank Accounts/Cancel Credit Cards and add Charlotte Eanes to the District Bank Accounts, Order a Business Credit Card with a limit not to exceed \$2,500, and increase work hours as needed
- 3) Jennifer Blevins
- Discuss, consider, and possible act on approving Jennifer Blevins as interim District Office Manager as a full-time employee not to exceed an hourly salary of \$29.00 until June 28, 2024. Interim Manager to complete day to day Manager tasks and assist with the new hire training.
 - Recommended Action: Approve Jennifer Blevins as Interim District Manager and determine her hourly salary
- 4) Tulare County Registrar of Voters
- Up for re-election: Seat #1 David Terrel (Vice President) Seat #4 Jose Moreno and Seat #5 Matthew Martinez
 - Discuss, consider and possible action on adopting Resolution No. 2024-01 A Resolution Ordering Even-Year Board of Directors Election; Consolidation of Elections; and Specification of the Election Order.
 - Recommended Action: Approve Resolution No. 2024-01
- 5) California Rural Water Association
- Letter of Support for Water and Wastewater Operations Specialist Apprenticeship Program
 - Recommended Action: Discuss, consider, and possible action on approving Letter of Support
- 6) State Water Resources Control Board
- SWRCB Issuance of General Order of Monitoring of Per-And Polyflouroalkyl Substances/Collect Sample by August 31, 2026

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.*