

Pixley Public Utility District

Board of Directors Board Meeting

Date: January 5, 2026

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. Pixley Irrigation/Lower Tule Irrigation – Kirk Masters

- Sustainable Groundwater Management Act (SGMA)

6. Provost & Pritchard

1) DEVELOPMENT UPDATE AND REPORT ON ACTIVE ITEMS

a) Available Water Units

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
- **Valdovinos – 1086 Market (7/24)** **1**
- Galvan – 105 Airport (12/24) 1
- Orellano – 782 S Main (3/25) 1
- Martinez – 656 W Bradbury (5/25) 1
- Terrel – 426 W Terra Bella (5/25) 2
- Correa – Tract 7445 (7/25) 18

- Medical Draw Station (9/26) 0 (existing service)

- Remaining Available Water Units **60**

- 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 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 agreements.
- Recommended Action: Board's Pleasure

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

- 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.
- Recommended Action: Board's Pleasure

2) INFRASTRUCTURE PROJECTS

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

- The well pump and discharge piping have been installed. The contractor installing the sea trains at the WWTP, site work, electrical equipment and wiring, and site surfacing.
- 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. All documents have been submitted for the construction funding application. The State has indicated they are beginning their reviews.
- Recommended Action: Board's Pleasure

c) Wastewater Treatment Plant Planning/Funding

- Provost & Pritchard is looking into funding options for improvements to the WWTP. USDA is likely the timeliest option.
- It is recommended that a USDA Predevelopment Planning Grant be prepared and submitted. A memo describing the proposed grant effort is provided.
- Recommended Action: Consider funding option and direct staff to prepare a funding application.

3) COUNTY ROAD PROJECTS

- County Staff approached the PUD 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

4) 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 in September 2025 with a deadline for comments by November 7, 2025. Comments were provided to the County per Board Approval on October 7, 2025
- An updated Draft was received from the County requesting further information regarding our Sewer information.
- Edited commentary is provided for consideration
- Recommended Action: Provide any edits to the updated commentary on the draft MSR and Direct staff to send the updates to the County.

7. Tools & Maintenance

8. Other Matters

1) Old Tait Property 299-140-003 – New Owner Roberto Ramos

- Roberto Ramos would like to have Water and Sewer services at their property located at APN 299-140-003 known as 916 South Main Street and would like to know steps to take to achieve this. He advised that they thought they found old lines for service on the property. Operations Supervisor Rob Masters was to go access the property. Office Manager Amanda Rodari

advised the last record she was able to locate of a payment for service being made for the property was in April of 1992. District Counsel Chad Lew was going to see if he could locate the Title Report and bring back any information pertaining to the property to the January 2026 Board Meeting.

- Recommended Action: Discuss and determine the options for Mr. Ramos to receive Water and Sewer Service from the PPUD.

2) GIS System iPad

- For the T&D workers to fully utilize the GIS system that is being prepared by Provost & Pritchard an iPad will be required to be used out in the field when reviewing District Mains and Services.
- It was confirmed with AT&T that each additional line would be \$20.00 per line added and then the monthly rate for the device.
- iPad device selections and pricing are being provided for review and selection.
- Recommended Action: Discuss and potentially approve the purchase of 1 or 2 iPads per the selections provided.

3) Connecteam – Timecard Application and Policy or Paper Timesheet Implementation and Policy

- Enrollment and testing have been completed. Next steps are to implement the software to be utilized.
- A Time Tracking Policy for the Connecteam system is being presented for review and input.
- An option for utilizing Paper Timesheets is being presented with a Policy and example of Timesheets and Overtime Sheets for review and input.
- Recommended Action: Discuss and potentially approve the Connecteam Time Tracking Policy and select an implementation date for the use of Connecteam for all Pixley PUD or potentially approve the implementation of Pixley PUD employees using the Paper Timesheet and the Paper Timesheet time Tracking Policy.

4) Potential Properties to Begin Abandonment Process

- Properties listed below have gone 3+ months without payment and owners have advised they will not pay but do not want to voluntarily abandon the service lines or contact is unable to be made.
 - APN 299-160-003 – 354 South Main Street
 - APN 299-160-034 – 170 East Ellsworth Avenue
 - APN 299-117-011 – 1039 East Davis Avenue
- Recommended Action: Discuss and determine the District's intentions to move forward. Potentially acting on scheduling Abandonment Hearings or next steps to be taken regarding said properties and their water capacity services and sewer services.

Public Hearings

9. **Hearing, discussion, consideration, and potential action to Declare Sewer and Water Service Abandoned**
 - **Property Address: 617 West Compton**
 - **APN: 298-060-026**
10. **Hearing, discussion, consideration, and potential action to Declare Sewer and Water Service Abandoned**
 - **Property Address: 651 & 655 East Terra Bella Avenue**
 - **APN: 314-250-007**
11. **Hearing, discussion, consideration, and potential action to Declare Sewer and Water Service Abandoned**
 - **Property Address: 305 South Market Street**
 - **APN: 298-042-008**
12. **Hearing, discussion, consideration, and potential action to Declare Sewer and Water Service Abandoned**
 - **Property Address: 617 South Market Street**
 - **APN: 298-052-004**
13. **Hearing, discussion, consideration, and potential action to Declare Sewer and Water Service Abandoned**
 - **Property Address: 835 South Maple Street**
 - **APN: 299-121-008**

Close Public Hearing

14. Board Member Communications

1) Monthly Board Meeting Date

- Potentially changing the time of the monthly Board Meetings to an earlier time during the day or changing the meeting date to another day during each month.
- Recommended Action: Discuss the options and potentiality of changing the date or time of the monthly board meetings. Potentially determine and approve a new time or date of the monthly board meetings.

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.”*