



## MINUTES OF THE REGULAR MEETING OF

THE BOARD OF DIRECTORS  
ARVIN COMMUNITY SERVICES DISTRICT

April 5, 2021

The Board of Directors of the Arvin Community Services District duly met at a Regular Board Meeting held on April 5, 2021 at 6:05 p.m. at 309 Campus Dr., Arvin, CA 93203.

The meeting was called to order by President Alvarez at 6:05 PM

Directors Present: Alvarez, Reyna, Gallardo, Moran

Directors Absent: Pantoja

Others Present: General Manager/Board Secretary- Raul Barraza, Jr.; Legal Counsel- Alan Peake;  
District Engineer Dee Jaspar

Pledge of allegiance: The Pledge was led by President.

### **Agenda Item #1 Public Comment**

No public comment.

### **Agenda Item #2.: Consent Calendar**

#### **a. Approval of Regular Minutes for March 15, 2021**

#### **b. Accounts Payable for March/April 2021**

After reviewing and discussing (2.a.) and (2.b.) and answering a couple of questions, a motion was made by Director Gallardo to approve the consent calendar items 2.a. and 2.b. and seconded by Director Moran.

AYES: Gallardo, Moran, Reyna, Alvarez

### **Agenda Item # 3: Board to discuss and take action re: Approval of Purchase for real property located at APN 446-010-10 from Crystal Organic Farms for future site of Well No. 18**

General Manager and District Engineer presented to the board of directors with the recommendation to continue to drill Well No. 18 on property stated above. The zones tested seem at this point have return with samples that make this site very capable of producing a well with state approved water quality. A motion was made by Vice President Reyna to approve purchase of property located at APN 446-010-10 for the future site of Well No. 18 and authorize the General Manager to represent the District in procurement of property. Motion was seconded by Director Gallardo.

AYES: Gallardo, Moran, Reyna, Alvarez

### **Agenda Item # 4: Approval of Awarding the Well No. 14 Rehabilitation project to Barbour Well, Inc.**

General Manager and District Engineer presented to the board of directors the three bids submitted for Well #14 Rehabilitation Project and recommended to go with Barbour Well, Inc. as the lowest bidder at \$66,720.00.00 (2<sup>nd</sup> – Bakersfield Well and Pump, Inc. \$88,000.00, and 3<sup>rd</sup> – Well Rehabilitation Services \$94,675.00). A motion was made by Vice President Reyna to approve purchase of APN 446-010-10 from Crystal Organic Farms and it was seconded by Director Gallardo.

AYES: Gallardo, Pantoja, Reyna, Alvarez



**Agenda Item #5: Board to discuss and take action re: Transfer of Funds from Bank of America to Kern County Treasury**

General Manager presented to the board of directors with a schedule to move funds from Bank of America into the Kern County Treasury in order to take advantage of the 1.36% return investment. The transfer would include \$1,000,000.00 from the General Fund, \$150,000.00 from the Security Deposit Fund, \$2,500,000.00 from the Developer Fund, and \$3,650,000.00 from the 1,2,3-TCP Fund. Approval of transfer was made by Director Moran and seconded by Director Gallardo.

AYES: Gallardo, Moran, Reyna, Alvarez

**Agenda Item #6: Board to discuss and take action re: COVID-19 Prevention Program**

General Manager presented Board of Directors with final Covid-19 Prevention Program as it was presented and approved by the employees. Small provisions were made to accommodate for the District's small size. Motion was made to approve by Director Gallardo and seconded by Vice President Reyna.

AYES: Gallardo, Moran, Reyna, Alvarez

**Agenda Item #7: Board to discuss and take action re: New Bank Signature Card at Bank of America**

General Manager wanted to make sure to update bank signature card with all current board members. After a short discussion, all board members agreed to meet at the Bank of America Arvin Branch on Monday April 12<sup>th</sup>.

**Agenda item #8: Presentation of Caselle billing software implementation**

General Manager informed the Board of Directors that training for new software would take place in the second week of May and that the District should go live on June 1, 2021.

**Agenda Item #9: Staff Comments**

**General Manger:** informed board to sign up for 2021 Rural Communities Water Managers Leadership Institute put on by Self Help Enterprises. Also demonstrated new disinfection fogger to use in office lobby when doors are open to the public again.

**Legal Counsel:** Informed board to tell customers to apply for help from the Housing Authority if they cannot pay their rent or utility bills.

**District Engineer:** Well No. 12 PG&E has power to site and will begin sampling for Title 22. Well No. 14 will need a rehabilitation to clean out well piping potentially increasing production.

**Agenda Item #10: Board Member Comments:**

- a. **Director Gallardo:** No comments
- b. **Director Moran:** No comments
- c. **Director Pantoja:** absent.
- d. **Vice President Reyna:** No comments
- e. **President Alvarez:** No comments



**Item #11: Adjournment**

Motion was made by Director Gallardo and seconded by Vice President Reyna to adjourn meeting at 6:49 p.m.

AYES: Gallardo, Moran, Reyna, Alvarez

**Submitted by:**

*Raul Barraza, Jr.*

**Raul Barraza, Jr.  
Board Secretary/General Manager**

**Attest:**

*Maria M. Alvarez*

**Maria M. Alvarez  
Board President**