

# VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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*"Pride in Community Service"*

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## **MINUTES Regular Meeting**

**April 6, 2010**

The Board of Directors of the Vandenberg Village Community Services District met for a Regular Meeting at 7:00 p.m. on Tuesday, April 6, 2010, at the District Office Conference Room.

### **1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The meeting was called to order at 7:00 p.m. by President Wyckoff and who led the Pledge of Allegiance.

2. ROLL CALL: Directors Brooks, Blair, Fox, Redmon and Wyckoff were present.

### **OTHERS PRESENT**

Joe Barget, General Manager; Cynthia Allen, Office Manager; Patricia LeCavalier, Finance Administrator; Martin Damwyk, Operations & Maintenance (O&M) Manager; Mike LeBrun, Interim General Manager at Nipomo Community Services District; and approximately 15 people including district staff and other parties interested in the items listed on the agenda.

### **3. ADDITIONS AND DELETIONS TO AGENDA**

There were no additions or deletions to the agenda.

### **4. PUBLIC FORUM**

President Wyckoff opened the Public Forum at 7:01 p.m. Jon Picciuolo lives on St. Andrews said he appreciated Martin and the crew's quick response to repair a leak. President Wyckoff closed the Public Forum at 7:03 p.m.

## 5. OPERATIONS REPORT

O&M Manager Damwyk reported the District pumped 29.6 million gallons of water in March. The average daily demand was 0.9 million gallons per day. There was 0.5 inches of rainfall in March increasing the total to 18.75 inches since July 2009.

The field crew replaced four polybutylene service lines and three service saddles.

During March, Amy Maday from the California Department of Public Health performed their annual inspection of the water system; and Lee Patton from the Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA) performed a semi-annual safety inspection of facilities.

The field Crew took Tank 3 off line and Cor-Ray Painting Company started work on the rehabilitation project.

The magnitude 7.2 Mexicali Earthquake on Sunday, April 4 was felt here by our two 1-million gallon water tanks. The initial shock occurred at 3:40 p.m. Water inside both tanks started “sloshing” at 3:44 p.m., peaked at about one foot, and lasted for about five hours. Tank 1 was not affected by the quake. The Field Crew is going to take a close look inside the two large tanks to check for damage to the interior coating and other areas.

To conclude his report, O&M Manager Damwyk said the District celebrated two anniversaries last month. Jim Levingston completed 21 years and Stephanie Vlahos completed 9 years of service with the District.

## 6. CONSENT CALENDAR

A. Approval of Minutes of the Regular Meeting on March 2, 2010

B. Treasurers Report

1) Approval of Monthly Financial Reports

2) Approval of Disbursements through March 31, 2010

**Motion by Director Redmon, seconded by Director Blair to approve the consent calendar as presented.**

**Unanimous**

## 7. ACTION ITEMS

### A. Capacity Charge Study:

Jeanette Hahn of NBS presented recommendations for the capacity charges to the board.

**Motion by Director Redmon, seconded by Director Brooks to accept the NBS Capacity Charge Analysis dated March 2010.**

**Unanimous**

**Motion by Director Blair, seconded by Director Redmon to change District terminology from “connection fee” to “capacity charge”.**

**Unanimous**

**Motion by Director Redmon, seconded by Director Fox to direct staff to include an administrative/processing fee in the capacity charge.**

**Unanimous**

**Motion by Director Redmon, seconded by Director Brooks to maintain the District’s current 5/8- to 1-inch meter charge for current development until January 1, 2013, and establish a proportional capacity charge based on the study to all new development, subject to legal review.**

**Unanimous**

**Motion by Director Redmon, seconded by Director Fox to schedule and notice a public hearing to consider adopting revised capacity charges at the May 4 regular board meeting.**

**Unanimous**

President Wyckoff called for a short recess at 8:27 p.m. The board reconvened at 8:36 p.m.

## **B. Pellet Softening**

Eric Fessler, CEO of Procorp Enterprises, LLC gave a presentation to the Board for a pellet softening pilot study of the District's water.

**Motion by Director Blair, seconded by Director Brooks to accept the proposal from Procorp to perform a pellet softening pilot study for \$18,830.**

**Ayes: Directors Blair, Brooks, Fox and Wyckoff**  
**Noes: Director Redmon**  
**Abstain: None**  
**Absent: None**

## **E. Bank Accounts**

Joanne Collins, Assistant Vice President, Vandenberg Village Branch Manager, and Charles Brock, Financial Services Officer, were present to answer questions from the Directors.

**Motion by Director Fox, seconded by Director Blair to adopt Resolution 186-10 that establishes a relationship with Rabobank, N.A. and direct Treasurer to sign the Contract for Deposit of Monies with Rabobank, N.A.**

**Unanimous**

**Roll call vote to wit:**

**Ayes: Directors Blair, Brooks, Fox, Redmon and Wyckoff**  
**Noes: None**  
**Abstain: None**  
**Absent: None**

**Resolution 186-10 is hereby adopted**

**C. Capital Budget**

**Motion by Director Redmon, seconded by Director Fox to adopt the Fiscal Year 2010-11 capital budgets for Water & Wastewater Enterprise Funds.**

**Unanimous**

**D. Operating Budget**

**Motion by Director Blair, seconded by Director Brooks to adopt the Fiscal Year 2010-11 operating Budgets for Water and Wastewater Enterprise Funds.**

**Unanimous**

**Motion by Director Brooks, seconded by Director Blair to approve Fiscal Year 2010-11 administrative overhead fees of 15.45 percent.**

**Unanimous**

**F. Proposition 84**

**Motion by Director Blair, seconded by Director Redmon to approve the attached memorandum of understanding to participate in the Proposition 84 process and revise the Integrated Regional Water Management Plan.**

**Unanimous**

## **G. California Public Employees Retirement System**

**Motion by Director Redmon, seconded by Director Blair to approve the attached Resolution for Employer Pick-up to comply with Internal Revenue Code 414(h)(2)**

**Unanimous**

**Roll call vote to wit:**

**Ayes: Directors Blair, Brooks, Fox, Redmon and Wyckoff**  
**Noes: None**  
**Abstain: None**  
**Absent: None**

**Resolution 185-10 is hereby adopted**

## **8. REPORTS**

### **A. Committees**

No committees met last month.

### **B. District Representatives to External Agencies**

Directors Blair and Wyckoff and General Manager Barget attended the Santa Barbara County Special Districts Association monthly meeting on March 22 in Los Alamos. Brian Pasarro, General Manager of the Mosquito and Vector Management District of Santa Barbara County, was the guest speaker.

### **C. Board President**

Nothing further to discuss.

#### D. General Manager

The Santa Barbara Local Agency Formation Commission (LAFCO) requested that special districts review the municipal service reviews (MSRs) and boundaries that were last approved in 2005. The General Manager sent an email to Bob Braitman, the Executive Officer, requesting an expansion of the District boundary and sphere of influence to the southeast and providing updated information for the MSR.

The General Manager reported that he met with John Karimitsos and Analise Merlo, County Planning and Development, to share information and discuss concerns with Providence Landing and Clubhouse Estates development projects.

The Finance/Budget Committee is scheduled to meet on Monday, April 12 to review rates and recommend any rate increases for next fiscal year.

The General Manager requested time off from May 8-22 to attend his father's funeral and visit his mother in Virginia. Martin Damwyk will be designated as acting general manager during his absence.

To conclude his report, he asked Board Secretary Stephanie Vlahos to provide an update on the Association of California Water Agencies (ACWA) Region 5 dinner meeting and Vandenberg Air Force Base tour on April 11-12. Stephanie clarified that the Sunday dinner at the Embassy Suites will begin at 7:00 p.m. There are 36 people registered for the dinner and tour. Everyone will meet at the visitor center on base. The tour will begin at 9:30 a.m. with lunch at 11:10 a.m. Bradley King, Utilities Engineer, has confirmed he will speak at lunch.

## 9. INFORMATIONAL CORRESPONDENCE

There were no comments on Director Fox's memorandum dated March 9, 2010.

## 10. DIRECTORS' FORUM

Director Redmon thanked Joe for his work on the connection fees. Director Redmon explained his "no" vote for the pellet program was because he would like staff do more work on the finances. It will cost the District roughly \$25,000 per month and that means added costs to ratepayers.

## 11. ADJOURN

**President Wyckoff declared the meeting adjourned at 10:05 p.m.**

**Respectfully submitted,**

**Approved as to form,**

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**Stephanie Vlahos**  
**Secretary, Board of Directors**

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**Robert Wyckoff**  
**President, Board of Directors**