# VANDENBERG VILLAGE
## COMMUNITY SERVICES DISTRICT

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*"Pride in Community Service"*

**Regular Board Meeting**

**MINUTES**

Tuesday, July 7, 2026

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

   The meeting was called to order at 4:30 p.m. by President Gonzales, who led the Pledge of Allegiance.

2. ROLL CALL: Directors Cox, Gonzales, Heuring, and Stassi were present. Director Lamont was absent.

   OTHERS PRESENT

   Cynthia Allen, General Manager; Jeff Cole, Operations and Maintenance Manager; Patricia LeCavalier, Financial Services Manager; and Mike Munoz, Deputy County Counsel with the Santa Barbara County Office of County Counsel.

   Four members of the public were also in attendance.

3. ADDITIONS AND DELETIONS TO THE AGENDA

   General Manager Allen requested that the HydroPro Purchase Agreement be added to the agenda as Item 7.A. The remaining action items will move down one position.

   **Motion by Director Cox, seconded by Director Stassi, to add the HydroPro Purchase Agreement to the agenda as Item 7.A.**

**Ayes:** **Directors Cox, Gonzales, Heuring, and Stassi**
**Noes:** **None**
**Abstain:** **None**
**Absent:** **Director Lamont**

4. PUBLIC FORUM

President Gonzales invited public comments, and there were none.

5. REPORTS FROM STAFF

A. Operations

Operations and Maintenance (O&M) Manager Cole reported that in June, the District pumped 43.8 million gallons with an average daily demand of 1.46 million gallons. That is 4 percent more than last June.

In June, Vandenberg Village had no rainfall. The calendar year total remains at 6.32 inches. The district well levels for June were 1B – 141 feet, 3A – 136 feet, and 3B – 134 feet.

In June, the crew replaced a 6-inch saddle,1-inch copper service line, two 1-inch poly B service lines, two 2-inch blow-off valves, one 2-inch service gate valve, and a 12-inch meter.

O&M Manager Cole reported on the work currently being performed by Sancon. They began sewer main lining on June 1. They have completed 9,600 linear feet of 8-inch and 500 linear feet of 12-inch. On June 23, there was a sewer backup into a customer's residence while Sancon was performing work downstream. The district is currently working with all parties involved for a resolution. Sancon will complete the spraying of the manhole lining today and will be spark testing tomorrow to complete the project.

To conclude his report, O&M Manager Cole shared that the District had no sewer overflows in June. Katryna celebrated her 1st anniversary, and Patty celebrated her 23rd anniversary with the District.

B. Administration

Financial Services Manager LeCavalier reported that the District made its annual payment of $741K to the City of Lompoc for the State Revolving Fund loan on the Lompoc Regional Wastewater Reclamation Plant Upgrade. The final payment on this loan will be in Fiscal Year 2028-2029

The interim in-house audit visit was conducted on June 8-9 by Moss, Levy, & Hartzheim. Adam Guise has been our lead auditor for the past several years. He was here to assist with the transition to our new lead auditor, Chris Padilla. The next in-house audit visit is scheduled for August 19-21.

To conclude her report, Ms. LeCavalier shared that our most recent investment earning rates are: 3.74 percent for Mechanics Bank, 3.70 percent for California CLASS, and 3.81 percent for LAIF.

C. General Manager

General Manager Allen reported that a few changes have been made to the format of the agenda. Item 5 includes all reports from management, and Item 8 includes only reports from board members. The names of board members who serve on our standing committees and our representatives to external agencies have also been included.

There were no new ADU Can and Will Serve requests in June. However, a letter we issued in 2024 for a detached ADU on Sirius was nearing expiration, and the county requested an updated copy. Additionally, the developer of the Apollo Way project needed confirmation that their Intent to Serve letter remained in effect. According to our policy, as long as the project continues to work through the county process, the letter remains valid. Once the project is stalled for two years, the letter expires.

Our permit for the generator enclosure and carport is still working its way through the county plan review process. In June, the planning department visited and signed off on the site. The fire department has also signed off on the project. Once the permit is issued, we will publish an RFP for a contractor to construct the generator enclosure and assemble the carport.

Dr. Allen went on to report that due to a miscommunication between the contractor and the Mission Club, pool water entered a home on Inverness Avenue during the sewer rehabilitation project. Joint Powers Insurance Authority (JPIA) is working with the insurance company on our behalf to establish liability. Dr. Allen explained that we did our own investigation, as well as JPIA who sent their adjuster for a site visit. We are currently waiting on a determination from JPIA.

Page 81 of the board package was referenced by General Manager Allen. This is a new report that shows the amount of our PG&E bills and the corresponding usage. This new report displays the cost per acre-foot of water produced and compares these amounts to the prior year.

On April 15, our Risk Advisor from ACWA/Joint Powers Insurance Authority visited the District and performed their annual assessment. JPIA provides our liability, property, and workers' compensation insurance. In 2005, Lee Patton was assigned as our risk advisor and has recently retired. This was the first year our new risk advisor, Iris Penales, visited the District. Ms. Penales was pleased with our facilities and had only a few suggestions, such as a QR code on trail signs and confined-space signage at the lift and booster stations. The assessment can be found on pages 83-85 of the board package.

The Water/Wastewater Committee is scheduled to meet later this month, and General Manager Allen is hoping to coordinate a Finance/Budget Committee meeting sometime in the next few weeks.

To conclude her report, Dr. Allen shared that Meridian Consulting has sent the draft Mitigated Negative Declaration for the Well Site Lease. Dr. Allen is reviewing this now and will be taking it to the Water/Wastewater Committee on July 17. The committee will also be discussing the updated Sewer Ordinances and the proposals received for the Europa Loop design. We currently have two proposals for this project. Our legal counsel, Mike Munoz, is currently looking over our Sewer Ordinances.

Director Gonzales had a question regarding the PG&E appeal through the Public Utilities Commission. General Manager Allen stated that they were unable to find anything to overturn the decision, and at this point, there is nothing more we can do. Director Gonzales wanted to commend the staff for all the work that was put into the appeal.

Director Gonzales commented on the JPIA site visit, referencing page 85. Director Gonzales thanked O&M Manager Cole for guiding our risk advisor through the various sites. Director Gonzales referenced a statement from the assessment which stated: "These efforts demonstrate the District's commitment to implementing industry best practices." Director Gonzales thanked the staff for this.

6. CONSENT CALENDAR

A. Minutes of the Special Meeting on May 26, 2026

B. Treasurer's Report

1) Pro-forma Financial Statements as of May 31, 2026

2) Disbursements through June 30, 2026

Director Gonzales commented on the thoroughness of the minutes from the previous meeting.

Director Stassi referenced the YTD Net Operating Income Water chart on page 18, stating that last month we were ahead by about 350K, and the chart now shows around 400K.

On page 19, Director Stassi had a question regarding the YTD Net Non-Operating Income Water chart, asking why this reflects that we will have 5K for June when the chart shows we have nearly 114K currently. Financial Services Manager LeCavalier explained that the amount we need to write off when we retire the previous assets, when we put our new assets online, should make those numbers go down and offset this. Once this is done by the end of the year, these adjustments will bring the numbers closer.

Director Gonzales asked for an update on the Filter Rehabilitation Project. Ms. LeCavalier let him know that we are still waiting for one invoice.

The following motion was made:

**Motion by Director Stassi, seconded by Director Heuring, to accept the consent calendar as presented.**

| | |
|---|---|
| **Ayes:** | **Directors Cox, Gonzales, Heuring, and Stassi** |
| **Noes:** | **None** |
| **Abstain:** | **None** |
| **Absent:** | **Director Lamont** |

7. ACTION ITEMS

A. **HydroPro Purchase Agreement**: Approve the HydroPro Purchase Agreement and authorize the Board President to sign on behalf of the District.

General Manager Allen provided copies of the HydroPro Purchase Agreement. She stated that they have agreed to hold the pricing given to us through the end of the project. Dr. Allen sent HydroPro a blanket purchase order, which was also included in the handout provided.

The numbers on the quote are slightly different than the purchase order. This is because two 1 ½-inch meters were added. The per-unit price is the same. HydroPro will bill the District as we receive the meters; payment will not be required in advance. The meters will be delivered as we request them.

Director Gonzales asked the staff what their feelings were on the installation of the meters, as we are down one service technician. O&M Manager Cole stated that the crew will begin replacing the 2-inch meters and will then move to the 5/8x3/4-inch meters. General Manager Allen said being down one service technician shouldn't be a problem.

Director Stassi asked how many meters are planned to be ordered first. Mr. Cole stated that they will order all 38 two-inch meters and

102 ⅝" × ¾" meters. They currently have a schedule for around 350 meters quarterly. This schedule can be changed by the staff if necessary.

The following motion was made:

**Motion by Director Stassi, seconded by Director Cox, to approve the HydroPro Purchase Agreement and authorize the Board President to sign.**

| | |
|---|---|
| **Ayes:** | **Directors Cox, Gonzales, Heuring, and Stassi** |
| **Noes:** | **None** |
| **Abstain:** | **None** |
| **Absent:** | **Director Lamont** |

B. **Election Consolidation**: Adopt a resolution requesting the consolidation of the General District Election with the Statewide General Election.

General Manager Allen was informed that this resolution is required by the County Elections Office every other year. This resolution will authorize the Election Office to put our board members on the ballot.

The following motion was made:

**Motion by Director Gonzales, seconded by Director Stassi, to waive the reading and adopt Resolution 242-26.**

**Roll Call Vote:**

| | |
|---|---|
| **Ayes:** | **Directors Cox, Gonzales, Heuring, and Stassi** |
| **Noes:** | **None** |
| **Abstain:** | **None** |
| **Absent:** | **Director Lamont** |

C. **Candidates' Statements:** Adopt a resolution setting the regulations for the statement of candidates for the governing board

General Manager Allen stated that this resolution is also required by the County Elections Office every other year. This resolution states that the candidates must pay for their own statement if they would like this to be included in the ballot book.

The following motion was made:

**Motion by Director Gonzales, seconded by Director Heuring, to waive the reading and adopt Resolution 243-26.**

**Roll Call Vote:**

| | |
|---|---|
| **Ayes:** | **Directors Cox, Gonzales, Heuring, and Stassi** |
| **Noes:** | **None** |
| **Abstain:** | **None** |
| **Absent:** | **Director Lamont** |

D. **CalPERS Resolution of Intention**: Adopt a resolution of intention to approve an amendment to the contract with California Public Employees' Retirement System (CalPERS) to include the existing PEPRA benefits

General Manager Allen stated that this resolution will add the actual language about PEPRA to our contract. PEPRA went into effect in 2013; the District had no choice, as this was mandatory. At that time, the contract did not need to be updated.

However, we now need to amend our contract with CalPERS to reflect that any employee hired after January 1, 2013, will receive PEPRA benefits and not the benefits adopted by the board of directors previous to that date.

Director Gonzales referenced page 44 and wanted to verify that there will be no change to any benefits and only an update to correct the language. General Manager Allen verified this is correct.

Director Gonzales referenced page 48, where it states that safety employees and elected officials shall not become members of said Retirement system. Director Gonzales would like to have further conversations with our General Manager regarding the retirement benefits.

The following motion was made:

**Motion by Director Gonzales, seconded by Director Cox, to waive the reading and adopt Resolution 240-26.**

**Roll Call Vote:**

| | |
|---|---|
| **Ayes:** | **Directors Cox, Gonzales, Heuring, and Stassi** |
| **Noes:** | **None** |
| **Abstain:** | **None** |
| **Absent:** | **Director Lamont** |

E. **CSDA Board of Directors Election**: Provide direction to the General Manager for CSDA Seat C, Coastal Network election

General Manager Allen reported that it is Seat C's turn for re-election this year. There are three seats in our district, each serving for three years. CSDA rotates the election among the seats.
The board members discussed their opinions of the four candidates.

The following motion was made:

**Motion by Director Stassi, seconded by Director Heuring, to direct the General Manager to vote for Vincent Ferrante for CSDA Seat C, Coastal Network election.**

**Roll Call Vote:**

| | |
|---|---|
| **Ayes:** | **Directors Cox, Gonzales, Heuring, and Stassi** |
| **Noes:** | **None** |
| **Abstain:** | **None** |
| **Absent:** | **Director Lamont** |

F. **City of La Purísima:** Discuss the City of La Purísima incorporation details with legal counsel and consider the options

Legal counsel, Mike Munoz, provided an overview of the LAFCO process and discussed the steps that are involved in initiating the organization of a new city.

General Manager Allen stated that the resolution we received from Leave93436 specified that the District would pay the $5,500 application fee. The Resolution also transfers obligations from Leave93436 to our district and Mission Hills CSD.

Director Stassi shared his concern regarding whether annexation by the City of Lompoc requires a positive vote from the residents. Director Stassi also stated that LAFCO will be doing an independent analysis, and he believes we could do our own analysis as to how this might affect our operation and community.

General Manager Allen confirmed that Mike Prater of LAFCO informed her that if any official annexation occurred, it would be required to go to the voters. Mike Munoz confirmed that, generally speaking, anything involving a change of territory would need to go to the landowners or voters, depending on how it is set up.

General Manager Allen confirmed that the incorporation would have to go on the ballot as well. She went on to explain that the sphere of influence, incorporation, and annexation are all three separate issues.

The board agreed that more information is needed and decided to delay action until a future date to provide the District time to research the impacts and potential implications to the District.

8. REPORTS FROM DIRECTORS

A. Committees

1) **Finance/Budget** – Directors Stassi & Cox

Director Stassi reported that the Finance/Budget Committee did not meet.

2) **Legal/Personnel** – Directors Gonzales & Lamont

Director Gonzales reported that the Legal/Personnel Committee did not meet.

3) **Water/Wastewater** – Directors Heuring & Cox

Director Heuring reported that the Water/Wastewater Committee did not meet.

4) **Ad Hoc** – as needed

The Ad Hoc Committee met on July 2 to discuss the Strategic Plan. The document will be presented at the August Board meeting.

5) **Santa Ynez River Valley Groundwater Basin Western Management Area Groundwater Sustainability Agency (WMA GSA)** – Directors Stassi & Lamont

Director Stassi reported that the WMA GSA met on May 27 and discussed whether they are going to add an agricultural member to the Joint Powers Agency (JPA). If they vote to move forward with this, then they would have to go to each of the governing bodies, and all would have to approve of this decision.

Director Stassi shared that the board did move it forward and decided upon the voting percentages. At this point, they are waiting for their attorneys to review the process. They are preparing letters to the governing bodies to approve the JPA amendment.

They also discussed the metering for the agricultural community. There are three different ways of metering for agriculture: by meters, electrical energy consumed, or the type of crops you have. Director Stassi concluded his report by sharing that their auditor's report had some minor suggestions.

General Manager Allen reported that she did have the agreement/amendment ready to go for this board package; however, this was pulled because the cost-share portion of it is still being worked out.

B. District Representatives to External Agencies

1) **Association of California Water Agencies (ACWA) & Joint Powers Insurance Authority (ACWA/JPIA)** – Directors Heuring & Lamont

Director Heuring had no report.

2) **California Special Districts Association (CSDA) & Santa Barbara County Chapter of CSDA (SBCCSDA)** – Directors Gonzales & Stassi

Director Gonzales reported that they did not meet. General Manager Allen shared that the next SBCCSDA Chapter meeting will be on July 27 at La Botte in Lompoc.

The CSDA Annual Conference will be held in Palm Desert on August 24-27. Director Gonzales, Director Stassi, and General Manager Allen will be attending.

Director Cox shared that she will be attending the CSDA Special District Leadership Academy in San Luis Obispo on September 13-16.

3) **Santa Ynez River Water Conservation District (SYRWCD)** – Directors Lamont & Heuring

Director Heuring had no report.

C. Board President – Director Gonzales

President Gonzales informed the board that he and General Manager Allen met a couple of times over the last five weeks. They had a great discussion on the one-year outlook, with no additional information shared beyond what the board knows already.

The state lands agreement was also discussed; this will be brought to the Water/Wastewater Committee.

9. INFORMATIONAL CORRESPONDENCE

A. **US Drought Monitor**: California, June 30, 2026

B. **VVCSD**: Water Pumped vs Sold, 12 months

C. **VVCSD**: Well Soundings, 12 months

D. **VVCSD**: PG&E Production Costs, Fiscal Year 2025-26

E. **ACWA/JPIA**: Liability, Property, and Workers' Compensation Risk Assessment

10. DIRECTORS FORUM:

Director Cox shared that she will not be able to attend our next meeting as she will be attending Tri-State in Las Vegas. She believes it might be possible to Zoom in after her classes.

11. ADJOURN

**President Gonzales declared the meeting adjourned at 5:53 p.m.**

**Attest:**

BJennings

**Brianna Jennings**
**Secretary, Board of Directors**

**Signed:**

**Richard Gonzales**
**President, Board of Directors**