

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

3745 Constellation Road • Vandenberg Village • Lompoc, CA 93436
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MINUTES Regular Meeting

November 6, 2018

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

2. ROLL CALL: Directors Brooks, Bumpass, Fox and Wyckoff were present. Director Blair was absent.

OTHERS PRESENT

Joe Barget, General Manager; Cynthia Allen, Administrative Services (AS) Manager; Mike Garner, Operations & Maintenance (O&M) Manager; Patricia LeCavalier, Finance Administrator; and Steve Heuring, 3920 Rigel Avenue.

3. ADDITIONS AND DELETIONS TO AGENDA - None

4. PUBLIC FORUM

President Brooks invited public comments and there were none.

5. OPERATIONS REPORT

O&M Manager Garner reported the District pumped 34 million gallons of water for the month of October with an average daily demand of 1.1 million gallons. This was 21 percent less than last year. Vandenberg Village received 0.61 inches of rain in October bringing the total to 9.31 inches for the calendar year.

Well levels (below ground surface) for October were 1B-143', 3A was out of service, and 3B-137'.

Fisher Pump is currently reinstalling Well 3A. The bowls and inner column were replaced and the motor refurbished. The work was done for the budgeted amount of \$40,000, completing all the well rehabilitation.

No bids were received on the Lift Station #1 Replacement Project. RL Johnson Construction said they did not submit a bid because the specifications were too stringent. O&M Manager and General Manager Barget will meet next month with Jon Turner from Phoenix Engineering and interested contractors to discuss options.

Next week, Santa Barbara County Flood Control will begin the second phase of Davis Creek maintenance work. The field crew will remove dead trees below Tank 3.

The field crew repaired three polybutylene service lines and three angle stops in October. There were no sewer system overflows.

To conclude his report, O&M Manager Garner said he celebrated his 34-year anniversary on October 15. Manual Perez passed his California Water Environment Association Collections 1 test on November 5. O&M Manager Garner and Jim Levingston attended the annual Tri-State Seminar in Las Vegas to earn Continuing Education Units (CEUs) to maintain their state certifications in water treatment and water distribution. Jim Levingston took a tour of the Hoover Dam while at the seminar.

6. ADMINISTRATION REPORT

AS Manager Allen said the punch list for the new office is complete. A keypad entry was installed on the employee entrance and a few warranty items need to be repaired, including the outside conference room door handle. The payment drop box was lowered allowing better access to customers in their vehicles and the drive-up payment window is fully operational with a door bell. AS Manager Allen concluded her report by stating the Notice of Completion will be filed with the county recorder.

7. CONSENT CALENDAR

A. Minutes from the Special Meeting September 11, 2018

B. Treasurer Report

- 1) Disbursements through October 31, 2018
- 2) Approval of Monthly Financials
- 3) Schedule of Investments

Motion by Director Fox, seconded by Director Wyckoff to accept the consent calendar as presented.

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

8. ACTION ITEMS

A. Annual Audit

Alex Hom of Moss, Levy & Hartzheim reported the District has an unmodified clean opinion. No findings or adjustments and the District staff was wonderful to work with.

General Manager Barget said he felt the following were important takeaways from this year's audit report: (1) net position increased by \$1 million from the prior year, (2) the District has 10 million in reserves, (3) \$8 million in sewer reserves is good but he is uncomfortable with having only \$2.2 million in water reserves, and (3) the District has two components of long-term debt: an \$8 million balance on LRWRP Upgrade Project loan and a \$1 million CalPERS pension liability.

Motion by Director Fox, seconded by Director Bumpass to accept the Fiscal Year 2017-2018 audit report prepared by Moss, Levy & Hartzheim.

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

B. Floradale Bridge

Mike Luther, City of Lompoc Assistant Public Works Director/City Engineer updated the Directors about the interceptor sewer line project associated with the Floradale Bridge Replacement Project. In September the city entered into a \$65,442 contract with the Wallace Group for design services. The project is scheduled for completion November 2021.

C. Management Compensation

There was discussion among the Directors. Director Bumpass said the request to increase salaries is not in the normal budget cycle and could send a negative message to other employees. Director Brooks feels the timing is appropriate for these two employees and staff salaries will be addressed at a later date.

Motion by Director Fox, seconded by Director Wyckoff to increase the top step of the Operations & Maintenance Manager and Administrative Services Manager salary ranges to \$107,000 a year, effective November 11, 2018.

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

D. Holiday Closure

Motion by Director Fox, seconded by Director Wyckoff to close the District Office December 24-January 1.

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

E. December Board Meetings

Motion by Director Fox, seconded by Director Wyckoff to cancel the December 4 regular board meeting and schedule a special board meeting for December 12 at 3:00 p.m.

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

9. REPORTS

A. Committees

Director Brooks attended a Sustainable Groundwater Management Act (SGMA) meeting on October 24 in Lompoc. The next meeting will be January. SGMA Directors voted to accept Stetson Engineering as the lead consultant for preparing a Groundwater Sustainability Plan (GSP) for the Western Management Area.

B. District Representatives to External Agencies

There were no meetings.

C. President

President Brooks attended a Water Purveyor meeting in Buellton where Montecito Water District General Manager Nick Turner gave a terrific presentation about the Thomas Fire and mudslide.

D. General Manager Report

General Manager Barget had nothing to report.

10. INFORMATIONAL CORRESPONDENCE

US Drought Monitor-California, May 29, 2018

11. DIRECTORS FORUM

Director Bumpass said he spoke to General Manager Barget and O&M Manager Garner about adding the sewer line video project back on the budget.

Director Fox had nothing to add.

President Brooks thanked Director Fox for his years served on the board and said it has been a pleasure to work with him.

12. CLOSED SESSION – Convened into closed session at 7:50 p.m.
13. OPEN SESSION – Reconvened into open session at 8:05 p.m. No reportable action to be taken.
14. ADJOURN

President Brooks declared the meeting adjourned at 8:06 p.m.

Attest:

Signed:

Stephanie Garner
Secretary, Board of Directors

Christopher C. Brooks
President, Board of Directors