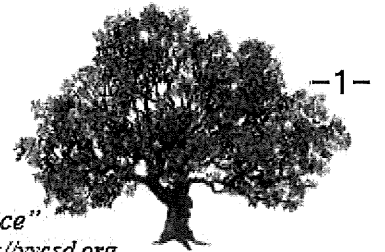


# VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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*"Pride in Community Service"*

<http://vvcsd.org>  
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## MINUTES Regular Meeting

November 7, 2023

### 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, Gonzales, Heuring, and Stassi were present.

### OTHERS PRESENT

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

3. ADDITIONS AND DELETIONS TO THE 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 37.5 million gallons of water in October with an average daily demand of 1,208,000 gallons. This is 5 percent more than last year.

There was no rain in October keeping the calendar year total at 19.42 inches.

The District's well levels for October were 1B-142', 3A-137', and 3B-136'.

The field crew assisted Mission Hills Community Services District on October 23 at a sewer force main break on Rucker Road. The spill was contained to 2,500 gallons. O&M Manager Garner gave a PowerPoint presentation to illustrate the work.

Eddie Bramasco from EDK Engineering visited the District on October 27 to inspect the SCADA system. O&M Manager Garner and the field crew worked well with Mr. Bramasco and trusted his knowledge of the system.

The engineers from Pureflow Filtration visited on October 30 to take measurements and drawings of the system to begin purchasing materials for the Filter Rehabilitation Project.

The field crew had two service line repairs in October and no sanitary sewer overflows.

To conclude his report, O&M Manager Garner said he celebrated his 39<sup>th</sup> year with the District on October 15. He showed the Directors his PowerPoint presentation that he will present at the water rates workshop tomorrow night.

## 6. ADMINISTRATION REPORT

AS Manager Allen gave a PowerPoint presentation illustrating the new proposed water and wastewater rates. She will present it at the workshop tomorrow evening.

## 7. CONSENT CALENDAR

A. Minutes from the Regular Meeting on October 3, 2023

B. Minutes from the Special Meeting on October 17, 2023

C. Minutes from the Special Meeting on October 24, 2023

D. Treasurer Report

1) Monthly Financials

2) Disbursements through October 31, 2023

3) Schedule of Investments

E. Water Pumped vs. Sold, 12 months

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

**Ayes: Directors Brooks, Bumpass, Heuring, Gonzales, Stassi**  
**Noes: None**  
**Abstain: None**  
**Absent: None**

8. ACTION ITEM

A. APN 097-371-075

**Motion by Director Brooks, seconded by Director to Heuring to issue an Intent to Serve Letter to PD Apollo Way, LLC, for a proposed project to construct 100 townhomes and 208 apartments on Assessor's Parcel Number (APN) 097-371-075**

**Ayes: Directors Brooks, Bumpass, Heuring, Gonzales, Stassi**  
**Noes: None**  
**Abstain: None**  
**Absent: None**

B. APN 098-016-010

**Motion by Director Brooks, seconded by Director Heuring to issue an Intent to Serve Letter to Vijelas, LLC, to construct a single-family residence on Assessor's Parcel Number (APN) 098-016-010 at 3925 Club House Court**

**Ayes: Directors Brooks, Bumpass, Heuring, Gonzales, Stassi**  
**Noes: None**  
**Abstain: None**  
**Absent: None**

C. Legal Services

**Motion by Director Gonzales, seconded by Director Stassi to approve the Agreement for Special Services with Liebert Cassidy Whitmore, a Professional Corporation**

**Ayes: Directors Brooks, Bumpass, Heuring, Gonzales, Stassi**  
**Noes: None**  
**Abstain: None**  
**Absent: None**

D. Reserves

**Motion by Director Stassi to review and discuss the reserve policy and accept the proposal from Clayton Tuckfield to perform a reserve policy review for the District.**

**Motion failed.**

After more discussion among the Directors, it was agreed to have a Finance/Budget Committee meeting to discuss the Reserve Policy.

9. REPORTS

A. Committees

Legal/Personnel Committee met on October 2 and October 11 and discussed items on this agenda.

B. District Representatives to External Agencies

Nothing to report.

C. President

There were no comments.

D. General Manager

General Manager Barget sent an email to all the Directors about attending a

CSDA Leadership Academy in San Luis Obispo. At the next board meeting, the Directors will elect board officers and at the first meeting in January, the President will appoint committees for the new year.

10. INFORMATIONAL CORRESPONDENCE

A. US Drought Monitor: California, October 31, 2023

B. LAFCO letter, Call for Nominations for Special District Member, November 1, 2023

11. DIRECTORS FORUM

Director Bumpass said he will not be running for another term and would like the Directors to consider him for Board President in December.

Director Gonzales said an intertie with the city of Lompoc or Mission Hills Community Services District would be very important for the District. He suggested the Water/Wastewater Committee meet regarding this issue.

12. CLOSED SESSION

The Board convened into a closed session at 8:32 p.m. to discuss public employment (Title: General Manager).

13. OPEN SESSION

The Board convened into open session at 9:10 p.m. President Brooks announced no action was taken during the closed session:

14. ADJOURN

**President Brooks declared the meeting adjourned at 9:10 p.m.**

**Attest:**

**Signed:**

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**Stephanie Garner**  
Secretary, Board of Directors

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**Christopher Brooks**  
President, Board of Directors