

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

3745 Constellation Road • Vandenberg Village • Lompoc, CA 93436
Telephone: (805) 733-2475 • Fax: (805) 733-2109



"Pride in Community Service"

<http://vvcisd.org>

info@vvcisd.org

MINUTES Regular Meeting

April 6, 2021

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

2. **ROLL CALL:** Directors Brooks, Bumpass, Gonzales, Redmon, and Stewart participated via Zoom video conference.

OTHERS PRESENT

General Manager Joe Barget, Operations & Maintenance (O&M) Manager Mike Garner, Administrative Services (AS) Manager Cynthia Allen, and Board Secretary Stephanie Garner participated via Zoom video conference.

3. ADDITIONS AND DELETIONS TO AGENDA

There were none.

4. PUBLIC FORUM

President Stewart invited public comments and there were none.

5. OPERATIONS REPORT

O&M Manager Garner reported the District pumped 33.8 million gallons of water for the month of March with an average daily demand of 1.1 million gallons. This is 27 percent more than last year. Vandenberg Village received 1.2 inches of rain in March for a calendar year total of 7.24 inches.

Well levels (below ground surface) for March were 1B-144', 3A-149', and 3B-140'.

Crosno Construction will be sending a crew in a couple of weeks to finish the interior of Tank 3.

RL Johnson Construction replaced the last of the 10 fire hydrants identified in this year's hydrant replacement project. O&M Manager Garner is going to add two hydrants, which serve the Village Inn hotel, to the project. RL Johnson will replace them on Saturday, April 24, at the same time the field crew installs a new fire hydrant, 3-inch water service, and 6-inch fire service to the hotel. Since 2015 when he became O&M Manager Garner, 68 hydrants and 58 valves in the water distribution system have been replaced.

The field crew had one 12-inch saddle repair and two copper service line repairs in March. There were no sanitary sewer overflows.

To conclude his report, O&M Manager Garner said on March 20 Stephanie Garner celebrated 20 years with the District.

6. ADMINISTRATION REPORT

AS Manager Allen reported the District lobby is still closed to the public. As reported last month, the office staff is working primarily from home with only one staff member in the office at a time, so masks are not required as often. Customers are encouraged to use drop box or to pay via phone rather than visiting the office in person.

Vaccinations became available for water/wastewater employees on March 15. One-third of the District's employees received their first dose and are scheduled for their second shot later this month.

The Governor has not yet rescinded the stay-on-service shut-offs. Staff are still not hanging 48-hour notices, applying late fees, or locking off for non-payment. Pre-COVID, the delinquent accounts had a combined balance of approximately \$15,000. Delinquent customers made payments to bring their accounts current. Last month, 167 customers were 30 or more days delinquent for a total of about \$31,000. Today, the number is down to 91 customers for a total of about \$20,000 (\$7,000 of that amount is in the 30-day column and would not be subject to lock-off

or a late fee). Six customers have past due balances of more than \$500 and 10 customers have not made a payment in six months or longer.

In response to questions AS Manager Allen received after the presentation last month, she wanted to clarify two terms.

SCADA is an acronym for Supervisory Control and Data Acquisition. In short, it is a computer system used to gather and analyze real-time data. The District's SCADA system is used to monitor and control water and wastewater equipment. It automates pumping and disinfecting processes, and alerts the staff of problems. Although this system is accessible to staff from their homes, it is behind a firewall and a VPN, both require login credentials before allowing access to the SCADA computer. While neither is immune to hackers, the combination reduces the risk of electronic intrusion and sabotage.

GIS is an acronym for Geographic Information System. The GIS is an asset tracking system. The system expands the District's preventative maintenance program by organizing comprehensive asset data, including age, condition, geospatial location, and real-time maintenance data, into a central electronic database accessible in the field. Most of the District's assets are underground, and some can get lost. This is especially true for manholes and valves. For example, VVCSD has prior rights for most streets in the village. Therefore, when the county or a homeowners association repaves a road, it is their responsibility to uncover and raise manholes and valve covers. With the GPS tracking available through the GIS system, the field crew can locate any that were missed.

7. CONSENT CALENDAR

A. Minutes from the Regular Meeting on March 2, 2021

Board Secretary Garner said there is a correction in the minutes to Action Item 8.C. The item should read "Well Site and Access Road Lease".

B. Treasurer Report

1) Monthly Financials

2) Disbursements through March 31, 2021

Motion by Director Redmon, seconded by Director Gonzales to accept the consent calendar as presented.

Roll Call:

Ayes: Directors Brooks, Bumpass, Gonzales, Redmon, and Stewart

Noes: None

Abstain: None

Absent: None

8. ACTION ITEMS

A. Capital Budget [Public Hearing opened at 7:13 p.m.]

Motion by Director Redmon, seconded by Director Bumpass to adopt the Fiscal Year 2021-22 Capital Budget for the Water and Wastewater Enterprise Funds

Roll Call:

Ayes: Directors Brooks, Bumpass, Gonzales, Redmon, and Stewart

Noes: None

Abstain: None

Absent: None

B. Operating Budget [Public Hearing opened at 7:22 p.m.]

Motion by Director Bumpass, seconded by Director Redmon to adopt the Fiscal Year 2021-22 Operating Budget for the Water and Wastewater Enterprise Funds which includes a 1.7 percent cost of living salary increase for all employees effective July 2, 2021, and to approve Fiscal Year 2021-22 administrative overhead fees of 20.54 percent.

Roll Call:

Ayes: Directors Brooks, Bumpass, Gonzales, Redmon, and Stewart

Noes: None

Abstain: None

Absent: None

9. REPORTS

A. Committees

Directors Brooks and Stewart, General Manager Barget, and O&M Manager Garner met regarding the Groundwater Sustainability Agency (GSA) budget.

B. District Representatives to External Agencies

Director Stewart attended a CSDA committee meeting and submitted VVCS support of a COVID-19 relief fund coalition.

C. President

President Stewart had no comments.

D. General Manager

General Manager Barget thanked the Directors for approving the annual cost of living increase for staff.

The Floradale Bridge Project is on tonight's Lompoc City Council meeting agenda. The council is considering approval of a Mitigated Negative Declaration for the project to directional drill a replacement sewer line underneath the Santa Ynez River.

10. INFORMATIONAL CORRESPONDENCE

A. US Drought Monitor: California, March 30, 2021

B. SWRCB Letter, PFAS Monitoring, March 3, 2021

11. DIRECTORS FORUM

Director Bumpass congratulated Stephanie Garner for 20 years with the District. He is pleased the administrative staff is taking precautions by working primarily from home and he looks forward to normalcy soon.

Director Redmon thanked the staff for all their hard work on the budget, making the Directors job easy.

Director Gonzales was given a facilities tour by O&M Manager Garner and said it was very informative.

Director Brooks thanked the staff for all their work.

Director Stewart said she received the Johnson & Johnson Covid-19 vaccination.

12. ADJOURN

President Stewart declared the meeting adjourned at 7:42 p.m.

Attest:

Signed:

Stephanie Garner
Secretary, Board of Directors

Katherine Stewart
President, Board of Directors