

# VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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*"Pride in Community Service"*

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## **MINUTES Regular Meeting**

**June 5, 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 Blair, Brooks, Bumpass and Wyckoff were present. Director Fox participated via telephone conference.

### OTHERS PRESENT

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

### 3. ADDITIONS AND DELETIONS TO AGENDA - None

### 4. PUBLIC FORUM

President Brooks opened the public forum at 7:01 p.m.

Steve Heuring, 3920 Rigel Avenue, Board President of the Vandenberg Village Association (VVA), said the VVA is working with an architect for the VVA Park & Playground Project. The Oak Hills Estate developer has agreed to assist on the playground project as part of the mitigation requirement. The county has committed considerable funding and Mr. Heuring said placing a cell tower on the property would fund the annual maintenance of the playground.

President Brooks closed the public forum at 7:04 p.m.

## 5. OPERATIONS REPORT

O&M Manager Garner reported the District pumped 32 million gallons of water for the month of April and 39 million gallons for May. Vandenberg Village received less than a half-inch of rain in April and May bringing the total to 8.38 inches for the calendar year.

Well levels (below ground surface) for April and May were 1B-142', 3A-137', and 3B-137'.

RL Johnson finished installing 17 valves in various locations and two more valves were added to the project.

All three booster pumps and motors were rebuilt by Fisher Pump and Perry Electric and have been installed.

Hopkins Engineering is still on point to install the new chemical pumps. The company has some personnel issues they are working to resolve.

The field crew started maintenance flushing of the District's water lines on June 4. Customers were notified on their May bills.

There were two service line repairs and one 6-inch saddle replacement in May. No sewer system overflows to report for April or May.

To conclude his report, O&M Manager Garner said there were several anniversaries to celebrate since the last meeting. AJ Rea, three years on April 6; Cindy Allen, 25 years on April 25; Tina McManigal, 18 years on May 30; and Patty LeCavalier, 15 years on June 2.

## 6. ADMINISTRATION REPORT

AS Manager Allen said the office staff was inundated with phone calls Monday morning because of a water outage on the southside. The problem occurred during the maintenance flushing, because a valve had inadvertently been left in the closed position following a recent repair. AS Manager Allen said a message was recorded explaining the situation before putting the phones on the after-hour system. She also sent emails to the customers that receive an e-bill and posted a message on Nextdoor and Facebook social media websites.

AS Manager Allen said the new office will be completed on schedule and contact her if you would like a tour. Jon Picciuolo, 445 Oak Hill Terrace, asked if there would be an open house, and she said possibly in conjunction with a 35<sup>th</sup> anniversary celebration.

## 7. CONSENT CALENDAR

A. Minutes from the Regular Meeting April 3, 2018

B. Treasurer Report

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

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

**Roll call vote:**

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

## 8. ACTION ITEMS

A. **Cynthia Allen**

President Brooks read the Resolution aloud before the following motion was made:

**Motion by Director Blair, seconded by Director Wyckoff adopt the resolution as approved by the following vote:**

**Roll call vote:**

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

Jon Picciuolo said he was on the Board when Cindy was hired and is personally grateful she has stayed at the District. Director Bumpass and General Manager Barget mirrored his appreciation to Cindy for her hard work on the budget and rates. Director Blair noted that she had been awarded the CSDA Staff Member of the Year.

## **B. Patricia LeCavalier**

President Brooks read the Resolution aloud before the following motion was made:

**Motion by Director Wyckoff, seconded by Director Bumpass adopt the resolution as approved by the following vote:**

**Roll call vote:**

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

Directors Bumpass and Fox thanked Patty for her hard work. General Manager Barget expressed appreciation for all Patty does at the District and Director Fox said he appreciates Patty's professionalism.

## **C. Can and Will Serve Letter**

Katherine Stewart, 4475 Titan Avenue, asked if the can and will serve letter is not issued, does that mean the developer cannot build? General Manager Barget said the developer can still build homes, but the District would not provide the water and wastewater services.

**Motion by Director Blair, seconded by Director Fox to issue a can and will serve letter to Williams Homes for the remaining 28 single family residences at the former Clubhouse Estates Project.**

**Roll call vote:**

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

**Absent: None**

**D. New Administrative Office**

Director Bumpass asked AS Manager Allen several questions regarding the need for the budget increase. She explained the money is to pay for repairing a leak on the roof and a new heating and air-conditioning unit instead of repairing the old one. He thought the roof and the condition of the heating and air-conditioning unit should have been noted in the original inspection report.

AS Manager Allen said the increase will also pay for all new windows. The windows were not going to be replaced at the time of the original bid, but when a BB caused damage it was decided to replace all the windows. Newton Construction negotiated the cost with the subcontractor.

Jon Picciuolo said the District should consider hiring a separate construction manager for large projects like this one. AS Manager Allen said the contract with Ravatt, Albrecht & Associates states they are the project manager.

Kathrine Stewart asked if there is a chance additional money will be needed to complete the project. AS Manager Allen said no.

**Motion by Director Fox, seconded by Director Blair to approve a \$200,000 increase in the FY 2017-18 Capital Replacement Budget: \$100,000 in the Water Capital Budget and \$100,000 in the Wastewater Capital Budget.**

**Roll call vote:**

**Ayes: Directors Blair, Brooks, Fox and Wyckoff**

**Noes: Director Bumpass**

**Abstain: None**

**Absent: None**

**E. Current District Office**

**Motion by Director Brooks, seconded by Director Wyckoff to declare the current District office at 3757 Constellation Road surplus.**

**Roll call vote:**

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

**Motion by Director Bumpass, seconded by Director Blair to offer it for sale and consider any forthcoming offers to purchase the property.**

**Roll call vote:**

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

Director Bumpass expressed interest to be included in negotiating the sale of the property.

## 9. REPORTS

### A. Committees

Water/Wastewater Committee met on May 11 and discussed the item on this agenda.

### B. District Representatives to External Agencies

President Brooks and General Manager Barget attended the California Special Districts Association Legislative Days May 22-24 in Sacramento. They also met with Randy Collins at the State Lands Commission.

### C. President

President Brooks said he spoke to Rob Glasgow with the Village Lions Club, and they will contribute \$500 towards planting trees on Clubhouse Road. Steve Heuring chimed in saying the VVA will discuss matching the Lions contribution at their next meeting.

Lastly, President Brooks and General Manager Barget will attend the first Western Management Area Groundwater Sustainability Agency meeting on Thursday, June 7 in Lompoc.

#### D. General Manager Report

General Manager Barget said Althouse and Meade completed the Biological Assessment on 33 acres of land within the Burton Mesa Ecological Reserve encompassing the back road and 300 feet on both sides. General Manager Barget and President Brooks delivered the Biological Report to Randy Collins, State lands Commission (SLC) on May 23. SLC submitted eight comments and questions which will require more work, revisions to the report, and a project finding under the California Environmental Quality Act. The SLC comments were forwarded to Althouse and Meade for action. A SLC requirement for a tribal consultation was overlooked when staff started working on the back-road lease application two years ago. General Manager Barget accepted a \$1,300 proposal from Applied EarthWorks to do the consultation.

The city of Lompoc published a request for proposals for design services to replace a portion of the 10-inch Vandenberg Village Interceptor sewer line in conjunction with the County's Floradale Bridge Replacement Project. Proposals are due June 7 and cost is expected to be approximately \$150,000. Lompoc's Senior Civil Engineer, Christos Stoyos, is managing the project design.

An engineer with County Public Works, Transportation Division, is challenging VVCSD's prior rights for water and sewer infrastructure. VVCSD could be responsible to pay for and adjust elevations of manhole and valve covers in conjunction with county road resurfacing projects. It costs roughly \$1,500 for each manhole and valve cover. General Manager Barget and O&M Manager Garner met with District Counsel Mike Munoz on May 31 and reviewed 1959 and 1961 easements and a 1972 letter from a private attorney representing Vandenberg Disposal Company on this issue. These documents which support prior rights for the District (everywhere except Tract 10034, Unit 1 and the golf course) were submitted to County Public Works.

To conclude his report, General Manager Barget said the Fiscal Year 2017-18 Annual Audit is scheduled for August 9-10. He recommends cancelling the July 3 regular board meeting. President Brooks agreed to cancel the meeting.

10. INFORMATIONAL CORRESPONDENCE

A. US Drought Monitor-California, May 29, 2018

B. Letter dated April 5, 2018 from LAFCO regarding proposed budget for FY 2018-19

C. Water Rates in Santa Barbara County: February 2018

D. Water Main Flushing

11. DIRECTORS FORUM

Director Blair said he prefers seeing rate comparison data in a bar graph format instead of a table. He appreciates staff and their hard work.

Director Bumpass appreciated General Manager Barget and President Brooks attending Special District Legislative Days.

Director Fox said due to health issues he is willing to step aside so the board could appoint someone or he will continue until his term ends. President Brooks said it's his decision and the board will support him.

12. ADJOURN

**President Brooks declared the meeting adjourned at 8:08 p.m.**

**Attest:**

**Signed:**

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**Stephanie Garner**  
**Secretary, Board of Directors**

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**Christopher C. Brooks**  
**President, Board of Directors**