

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

3757 Constellation Road • Vandenberg Village • Lompoc, CA 93436
Telephone: (805) 733-2475 • Fax: (805) 733-2109



"Pride in Community Service"

<http://vvcasd.org>
info@vvcasd.org

REGULAR MEETING

Tuesday, April 3, 2018

7:00 p.m.

AGENDA

Teleconference Notice: Pursuant to Government Code Section 54953(b) the Board meeting will include teleconference participation by Director Robert Bumpass from: Hilton Orlando, 6001 Destination Parkway, Orlando, Florida 32819, Main Lobby.

This Agenda will be posted at the teleconference location, Public comment from this address shall be allowed pursuant to Government Code Section 54953.3

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL: Directors Blair, Brooks, Bumpass, Fox, and Wyckoff
3. ADDITIONS AND DELETIONS TO AGENDA
4. PUBLIC FORUM

The Board will invite public comment on each action item as it is considered during the meeting.

At this time members of the public wishing to address the Board on other matters that are within the jurisdiction of the District may do so when recognized by the President. Please begin by stating your name and place of residence.

5. OPERATIONS REPORT
6. ADMINISTRATIVE REPORT

7. CONSENT CALENDAR

A. Minutes of the Regular Meeting on March 6, 2018 and Special Meeting on March 9, 2018 page 1

B. Treasurer Report

1) Monthly Financials page 9

2) Disbursements through March 31, 2018 page 17

8. ACTION ITEMS *(All actions require a roll call vote)*

A. **Capital Budget [Public Hearing]:** Consider adopting FY 2018-19 Water and Wastewater Capital Budgets page 25

B. **Operating Budget [Public Hearing]:** Consider adopting FY 2018-19 Water and Wastewater Operating Budgets, and Administrative Overhead Fees..... page 33

C. **Integrated Regional Water Management (IRWM) Program:** Consider approving a memorandum of understanding with the county... page 45

9. REPORTS

A. Committees

B. District Representatives to External Agencies

C. Board President

D. General Manager

10. INFORMATIONAL CORRESPONDENCE

A. U.S. Drought Monitor March 27, 2018 page 61

B. Letters dated March 21, 2018 to AS Manager Allen and General Manager Barget regarding Special District Leadership Foundation page 63

11. DIRECTORS FORUM: Any member of the Board may address the Board on any subject within the jurisdiction of the District.

12. ADJOURN

NOTICE: The Board of Directors of the Vandenberg Village Community Services District will meet at the District Office Conference Room, 3757 Constellation Road, Vandenberg Village, in compliance with §54954.2 of the Government Code of the State of California.

If you need reasonable accommodations due to a disability, please contact the Board Secretary 24 hours prior to the meeting at (805) 733-2475.

Please silence all cell phones during the meeting, as a courtesy to others.

Board package is available at the Vandenberg Village Public Library and on the District's website at <http://www.vvcasd.org>.

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MINUTES Regular Meeting

April 3, 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, and Wyckoff were present. Director Bumpass participated via telephone conference. Director Fox arrived at 7:10 p.m.

OTHERS PRESENT

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

3. ADDITIONS AND DELETIONS TO AGENDA - None

4. PUBLIC FORUM

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

Dr. William Heath, 534 St. Andrews Way, expressed gratitude for the District being good neighbors and his interest in purchasing or leasing the office building to expand his business. General Manager Barget said the building will be an agenda item in the next few months with a staff recommendation to sell the property.

Dan Redmon, 125 Inverness Avenue, said he is interested in running for the board at the upcoming election.

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

5. OPERATIONS REPORT

O&M Manager Garner reported the District pumped 22 million gallons of water for the month of March. This was 9 percent less than last year. Vandenberg Village received 5.61 inches of rain in March bringing the total to 8.37 inches for the year.

Well levels (below ground surface) for March were 1A-141', 3A-136', and 3B-135'.

Davis Creek has been handling the rainfall really well in the upper section where Maureen Spencer and the Santa Barbara County Flood Control District did maintenance clearing last November. The lower section is scheduled to be cleared in the fall of this year.

The District's shop at 702-704 Highway 1 was burglarized on March 19. The sheriff was called and a report was made. The perpetrators cut the front gate lock and cut the electric gate to gain access. Scrap metal, copper, and brass were taken. O&M Manager Garner alerted local recycle centers and posted a notice on a recycle website called Scrap Alert. A security camera system is in the capital budget.

O&M Manager Garner and General Manager Barget met with Jon Turner, Phoenix Engineering, to review plans for the Lift Station 1 Replacement project. The design is almost complete. O&M Manager Garner is waiting to hear from Armorock on the final price for the new wet well and manhole.

The field crew repaired three service lines and had no sewer system overflows during the month of March.

There were two anniversaries last month. Jim Levingston celebrated 29 years on March 6 and Stephanie Garner celebrated 17 years on March 20. The District's new 2018 Ford Explorer was delivered last week.

To conclude his report, O&M Manager Garner said a 10-person crew from the California Conservation Corps is working for three weeks to clear underbrush on Lot 54. The District rented the chipper for the crew. Time permitting, they may clear brush around Lift Station 1.

6. ADMINISTRATION REPORT

AS Manager Allen updated the Directors on the progress of the new administrative building. The project is more than halfway complete and should be finished by the middle of June. During the last rain a leak was found on the roof by the heating and air conditioning unit. The leak will be repaired when the old unit is replaced. O&M Manager Garner and the field crew removed four trees and the sidewalk. New sidewalk will be poured this Thursday.

7. CONSENT CALENDAR

A. Minutes from the Regular Meeting March 6, 2018 and Special Meeting on March 9, 2018

B. Treasurer Report

1) Disbursements through March 31, 2018

2) Approval of Monthly Financials

Motion by Director Brooks, seconded by Director Blair 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. Capital Budget [Public Hearing]

President Brooks opened the public hearing at 7:29 p.m. and closed it at 7:30 p.m.

Motion by Director Wyckoff, seconded by Director Blair to adopt the Fiscal Year 2018-19 capital budgets for Water and Wastewater Enterprise Funds

Roll call vote:

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

B. Operating Budget [Public Hearing]

President Brooks opened the public hearing at 7:44 p.m. and closed it at 7:45 p.m.

Motion by Director Blair, seconded by director Wyckoff to adopt the Fiscal Year 2018-19 operating budgets for Water and Wastewater Enterprise funds which includes a 2.4 percent cost of living increase for all employees including the general manager, effective July 1, 2018; and a temporary increase from three to four utility service persons on the field crew, effective April 15, 2018, until the retirement or departure of an employee; and to approve FY 2018-19 administrative overhead fees of 19.66 percent.

Roll call vote:

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

C. Integrated Regional Water Management Program

Motion by Director Fox, seconded by Director Wyckoff to approve a Memorandum of Understanding to participate in the Statewide and Countywide Integrated Regional Water and management Program in Santa Barbara County

Roll call vote:

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

9. REPORTS

A. Committees

Finance/Budget Committee met on March 9 and discussed the items on this agenda.

B. District Representatives to External Agencies

President Brooks, Director Blair and General Manager Barget attended the Local Agency Formation Commission (LAFCO) Independent Special Districts Selection Committee meeting on March 26. There was not a quorum but since she was the only candidate, Judith Ishkanian was appointed as the regular member. The alternate seat was not filled.

C. President

President Brooks had nothing further.

D. General Manager Report

General Manager Barget said he has been working on the District's municipal service review and sphere of influence. LAFCO will adopt a resolution confirming the existing sphere of influence at the April 5 meeting.

10. INFORMATIONAL CORRESPONDENCE

A. US Drought Monitor-California, March 27, 2018

B. Letters dated March 21, 2018 to AS Manager Allen and General Manager Barget regarding Special District Leadership Foundation

11. DIRECTORS FORUM

Director Blair thanked staff and the public appreciates their work.

Director Bumpass thanked staff for their work on the budget. He and General Manager Barget visited Templeton Community Services

District's community center and Director Bumpass will give a report at the next board meeting.

Director Fox said he will be having a medical procedure within the next five weeks and will keep the board informed of his status.


12. ADJOURN

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

Attest:

Signed:


Stephanie Garner
Secretary, Board of Directors


Christopher C. Brooks
President, Board of Directors