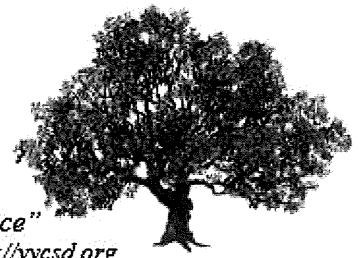


# VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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*"Pride in Community Service"*

<http://vvcasd.org>

[info@vvcasd.org](mailto:info@vvcasd.org)

## MINUTES Regular Meeting

April 4, 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, Gonzales, Heuring, and Stassi were present. Director Bumpass was absent.

### OTHERS PRESENT

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

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 17.9 million gallons of water in March with an average daily demand of 580,000 gallons. This is 43 percent less than last March. For the year, the District was 32 percent less in January, and 33 percent less in February.

The District received 5.51 inches of rain in March bringing the calendar year total to 18.54 inches. Last year during the same period was 4.79 inches.

The District's well levels for March were 1B-143', 3A-136', and 3B-135'.

The Floradale Bridge Sewer Project was up and running on March 9. The contractor has started the demolition work of the old bridge and the siphon is working as designed.

All sites are holding up since the recent storm. The field crew has been dealing with some flooding down at the shop.

Allied Fencing finished replacing the gates and fence at designated sites. The State Water Resources Control Board, Division of Drinking Water (DDW), performed its triennial inspection of the District on March 17. O&M Manager Garner provided the Pureflow Pilot Study Report to DDW for their input.

Well 3B was offline since July due to a soft starter which is still on backorder. The supplier was contacted and the soft starter is another three months out. O&M Manager Garner contacted other suppliers and located and purchased an earlier model and Well 3B was online last week. When the other soft starter arrives, the older version will be kept as a backup.

Crosno Construction is scheduled to complete the warranty work tomorrow and the District's new truck will arrive on Thursday.

The field crew had one service line repair in March and no sanitary sewer overflows.

To conclude his report O&M Manager Garner said the District had two anniversaries in March: Ben Quinlan one year on March 14 and Stephanie Garner 22 years on March 20.

## 6. ADMINISTRATION REPORT

AS Manager Allen piggybacked onto the operations report and gave some accounting figures to go along with the water production numbers. The reduction in water produced in March equates to a reduction of 11 million gallons delivered compared to last March and \$32,000 less revenue was

billed. This is 25 percent less revenue for the month. Her Ph.D. dissertation concluded that rain was the best water conservation incentive, and this winter's storm confirms her research.

Last month, AS Manager Allen interviewed eight Customer Service Representative (CSR) applicants and invited four to return for a second interview. An offer was made to the first choice and was accepted. However, their employer offered them a different position, which was more in line with their career goals, so the candidate revoked the job acceptance. The position was offered to the next person, and it was accepted. The difference between the two candidates was that the first one was bilingual. The new CSR starts on April 17.

AS Manager Allen concluded her report and said she along with General Manager Barget and O&M Manager Garner are continuing to work with the Federal Emergency Management Agency (FEMA) on the District's storm damage application. FEMA has been provided with supporting documentation; we are waiting for any additional requests and then payment.

## 7. CONSENT CALENDAR

A. Minutes from the Regular Meeting on March 7, 2023

B. Treasurer Report

1) Financial Statements

2) Disbursements through March 31, 2023

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

**Ayes: Directors Brooks, Heuring, Gonzales, Stassi**

**Noes: None**

**Abstain: None**

**Absent: Director Bumpass**

## 8. ACTION ITEM

**A. Capital Budget [Public Hearing opened at 7:15 p.m.]**

**Motion by Director Stassi, seconded by Director Gonzales to adopt the Fiscal Year 2023-24 Capital Budget for the Water and Wastewater Enterprise Funds.**

**Roll call vote:**

**Ayes: Directors Brooks, Heuring, Gonzales, Stassi**

**Noes: None**

**Abstain: None**

**Absent: Director Bumpass**

**B. Operating Budget [Public Hearing opened at 7:38 p.m.]**

**Motion by Director Brooks, seconded by Director Heuring to adopt the Fiscal Year 2023-24 Operating Budget for the Water and Wastewater Enterprise Funds which includes a 5.5 percent cost of living salary increase for all employees effective July 1, 2023.**

**Roll call vote:**

**Ayes: Directors Brooks, Heuring, Gonzales, Stassi**

**Noes: None**

**Abstain: None**

**Absent: Director Bumpass**

**Motion by Director Brooks, seconded by Director Stassi to approve the FY Administrative Overhead Fee of 16.18 percent.**

**Roll call vote:**

**Ayes: Directors Brooks, Heuring, Gonzales, Stassi**

**Noes: None**

**Abstain: None**

**Absent: Director Bumpass**

**C. Vandenberg Space Force Base (VSFB) Community Advisory Board**

**Motion by Director Stassi, seconded by Director Brooks to appoint Director Heuring as the District representative to the VSFB Community Advisory Board.**

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

## 9. REPORTS

### A. Committees

The Finance/Budget Committee met on March 21 and discussed items on this agenda.

### B. District Representatives to External Agencies - None

### C. President

President Brooks had no comment.

### D. General Manager

General Manager Barget said representatives from Brandis Tallman LLC, a municipal finance company from San Francisco, will give a presentation at the May board meeting.

Bill Buelow reported the Village Inn here in Vandenberg Village has applied for a permit to drill a new well on the property. The application estimated well production at one acre-foot per year.

## 10. INFORMATIONAL CORRESPONDENCE

A. US Drought Monitor: California, February 28, 2023

B. Monthly Sewer Rate Comparison

C. Monthly Water/Sewer Rate Comparison

D. US Drought Monitor: California, March 28, 2023

E. Current Reservoir Conditions, March 30, 2023

F. Rainfall and Reservoir Summary, March 30, 2023

11. DIRECTORS FORUM

Director Stassi passed out a Water Reserves Policy Chart to the Directors and it is part of these minutes.

Director Gonzales asked the staff to have an updated salary survey done for the employees.


12. ADJOURN

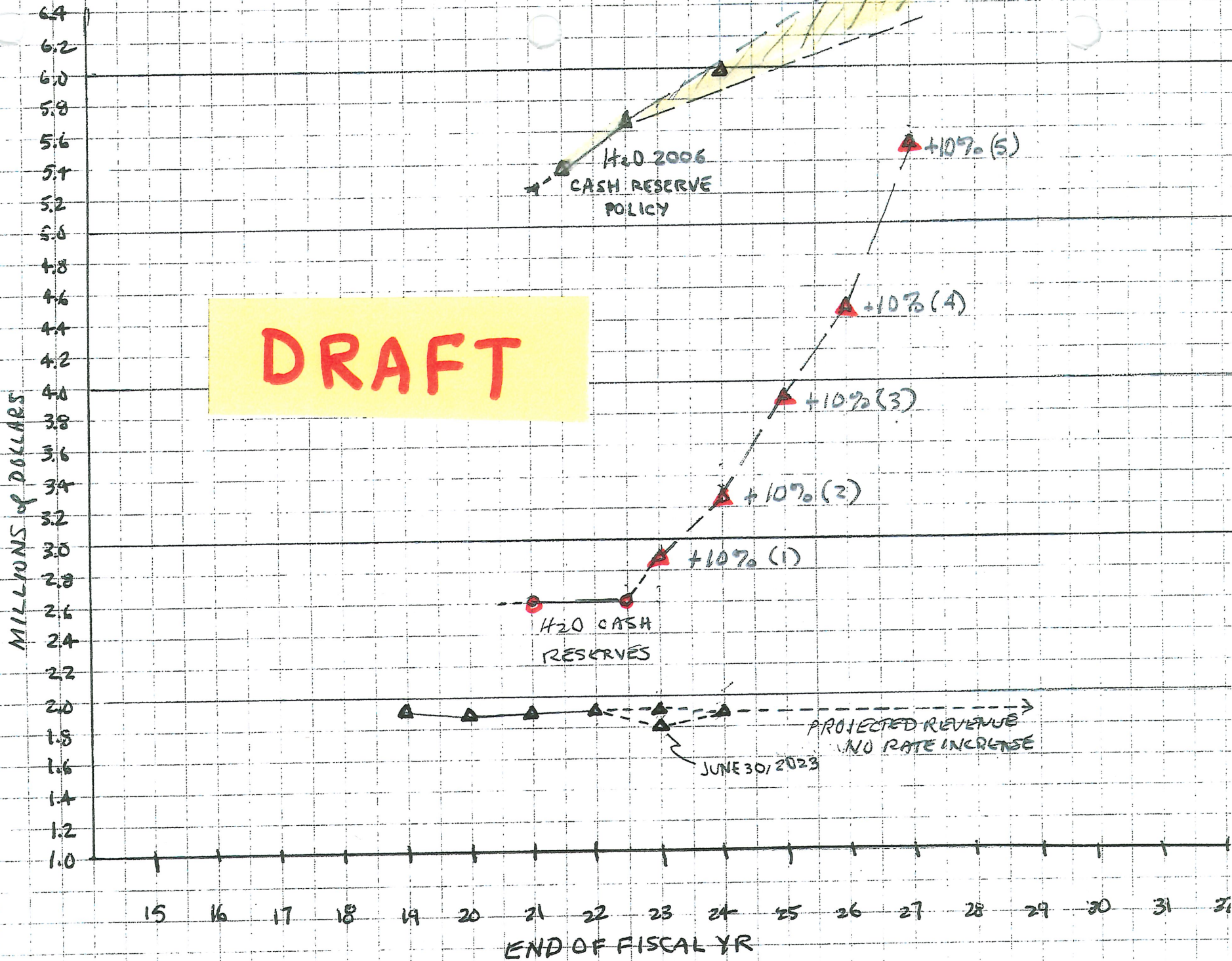
**President Brooks declared the meeting adjourned at 8:37 p.m.**

**Attest:**

**Signed:**

  
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**Stephanie Garner**  
Secretary, Board of Directors

  
\_\_\_\_\_  
**Christopher Brooks**  
President, Board of Directors



**WATER RESERVES POLICY**

**4/3/23**