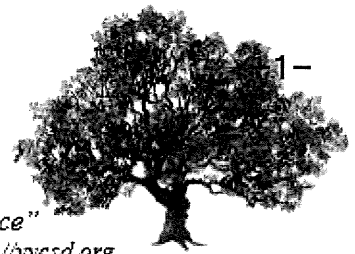


VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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"Pride in Community Service"

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MINUTES Regular Meeting

March 2, 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, Finance Administrator Patricia LeCavalier, 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 29 million gallons of water for January and 28.1 million gallons for February with an average daily demand of 968,000 gallons. This is 13 percent more than last year. Vandenberg Village received 5.9 inches of rain in January and 0.13 inches in February for a calendar year total of 6.03 inches.

Well levels (below ground surface) for January and February were 1B-144', 3A-147', and 3B-146'.

Crosno Construction completed work on Tank 1 and the field crew filled it back up on January 1. The field crew tested for total coliform bacteria (Bac-T) on February 4 and Volatile Organic Compounds (VOC) on February 8. The two Bac-T tests were negative; however, VOC test results were slightly high so the field crew drained the tank, refilled it, and performed another test. The second VOC test results were within limits so the tank was placed back online. Crosno Construction plans to finish the Tank 3 roof interior and Tank 1 piping later this month.

The city of Oldsmar, Florida, was recently in the news about a breach of security in their water security system. A hacker raised sodium hydroxide levels in the city's water plant. VVCSD uses chlorine and not sodium hydroxide. The District's chemicals are monitored, with alarms to notify the on-call operator within 5 minutes if chlorine levels are too low and 10 minutes if levels are too high.

Applied Technologies replaced all communication and antenna cables in the Supervisory Control and Data Acquisition (SCADA) system in January. This has improved communications between all District sites.

The field crew had two polybutylene service line repairs and four copper service line repairs in January and February. The District had no sanitary sewer overflows the last two months.

To conclude his report, O&M Manager Garner said there were no staff announcements.

6. ADMINISTRATION REPORT

AS Manager Allen reported the District's lobby is still closed to the public, and 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 pay via phone rather than visiting the office in person.

On February 8, AS Manager Allen emailed the District's budget calendar to all Directors. The staff-proposed budget will be presented to the

Finance/Budget Committee on March 16, and the committee will present its recommendation to the Board at the April 6 meeting.

The Governor has not yet rescinded the stay on service shut-offs. Staff are 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.

Today, 167 residential customers are 30 days or more delinquent for a total of about \$31,000. \$15,000 of that amount is in the 30-day column and would not be subject to lock-off or a late fee. Ten customers have past due balances of more than \$500 and 14 customers have not made a payment in six months or longer. Staff continues to call those customers who would normally be locked off to keep them informed about the possible future application of late fees to their account. The Governor's order does not prevent the application of late fees so they could be reinstated at any time. The late fees are tied to the hanger process, which could be changed if the District decides to start collecting late fees before the lock-off moratorium is lifted.

7. CONSENT CALENDAR

A. Minutes from the Regular Meeting on January 5, 2021

B. Treasurer Report

1) Monthly Financials

2) Disbursements through February 28, 2021

Motion by Director Redmon, seconded by Director Bumpass 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. Mid-Year Budget Review

Motion by Director Redmon, seconded by Director Bumpass to approve the mid-year budget review.

Roll Call:

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

Noes: None

Abstain: None

Absent: None

B. Hydrants and Valves

Motion by Director Brooks, seconded by Director Gonzales to award a contract to RL Johnson, Inc., for \$53,250 to replace 10 hydrants and two 4-inch gate valves in the water distribution system.

Roll Call:

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

Noes: None

Abstain: None

Absent: None

C. California Environmental Quality Act (CEQA)

Motion by Director Redmon, seconded by Director Brooks to find the project categorically exempt from CEQA.

Roll Call:

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

Noes: None

Abstain: None

Absent: None

D. Geographic Information System (GIS)

AS Manager Allen gave a presentation on the GIS project. Once this system is fine-tuned, and up and running, it will be a more efficient way to

keep track of the District's 680 valves, 204 hydrants, 578 manholes, and 76 cleanouts. All assets are on a maintenance schedule with the field crew.

9. REPORTS

A. Committees

The Legal/Personnel Committee met on February 17 and the items will be discussed during this meeting's closed session.

Directors Brooks and Stewart attended a Groundwater Sustainability Agency (GSA) meeting last month.

B. District Representatives to External Agencies

There was nothing to report.

C. President

President Stewart said she attended her first Mosquito and Vector Management District of Santa Barbara County meeting on February 11, 2021.

D. General Manager

General Manager Barget had nothing to report.

10. INFORMATIONAL CORRESPONDENCE

A. US Drought Monitor: California, February 23, 2021

B. Notice of Intent to Adopt a Mitigated Negative Declaration for Floradale Crossing Sewer Line Directional Drill Project

C. Water Conservation Program, Results: 8/22/96 – 12/31/20

11. DIRECTORS FORUM

Director Bumpass suggested waving late fees to customers who have been struggling because of COVID-19.

Director Redmon asked General Manager Barget if he has updated information on the new houses on Oak Hill. General Manager Barget had no new information.

Director Stewart said she is proud to be a part of the board and is looking forward to Santa Barbara County reopening.

12. CLOSED SESSION

The Board convened into closed session at 8:08 p.m.

13. OPEN SESSION

The Board reconvened into open session at 8:27 p.m.

Motion by Director Gonzales, seconded by Director Redmon to (1) Budget a 1.7 percent cost of living increase, effective July 1, 2021, for all employees including the General Manager based on the annual change in the CPI-W, West B/C Index, (2) Extend the General Manager employment agreement until August 16, 2021, and (3) Approve General Manager goals and objectives.

Roll Call:

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

Noes: None

Abstain: None

Absent: None

14. ADJOURN

President Stewart declared the meeting adjourned at 8:30 p.m.

Attest:

Signed:

Stephanie Garner
Secretary, Board of Directors

Katherine Stewart
President, Board of Directors