

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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"Pride in Community Service"

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MINUTES REGULAR MEETING

September 7, 2004

The Board of Directors of the Vandenberg Village Community Services District met for a Regular Meeting, at 7:00 p.m., on Tuesday, September 7, 2004, at the District Office Conference Room.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

2. ROLL CALL

Directors Blair, Fox, Rowland and Wyckoff were present at the time of roll call.

OTHERS PRESENT

Joe Barget, General Manager was present.

3. ADDITIONS AND DELETIONS TO AGENDA

There were no additions or deletions to the Agenda

4. PUBLIC FORUM

President Wyckoff opened the Public Forum at 7:01 p.m. Jon Picciuolo reported some damage to the antenna behind the District office, and stated that the rate comparison information on the District's website was three years old. There being no further comments from the public, the President closed the Public Forum at 7:03 p.m.

5. OPERATIONS REPORT

The General Manager reported that the water statistics for the month of August were a total demand of 58.7 million gallons of water and an average of 1.89 million gallons pumped daily.

Sancon Technologies, Inc. completed the Sewer Line Rehabilitation Project as scheduled. The District will hold 10% retention for 30 days as outlined in the contract.

Mesa Circle Condominiums experienced a sewer system overflow caused by tree roots. The field crew reacted quickly to the clean up. The incident was reported to the Regional Water Quality Control Board as required when spills exceed 1,000 gallons. The field crew repaired a 3-inch water line when a valve failed that was servicing the Burton Mesa Condominiums.

The Joint Powers Insurance Authority (JPIA) came to the District last week for the annual risk assessment inspection. They also administered training to staff about Sexual Harassment and Discrimination and Field Ergonomics. The District is required to have asbestos cement pipe training which is now mandatory by OSHA.

The General Manager concluded his report stating that Moss, Levy & Hartzheim just completed the annual audit. There were four minor issues. The final written report will be received by the District in 30 days.

6. CONSENT CALENDAR

- A. Approval of Minutes of the August 3, 2004 Regular Meeting
- B. Approval of Disbursements through August 31, 2004

Motion by Director Blair, seconded by Director Rowland that the Board approve the Consent Calendar as presented.

Unanimous

7. ACTION ITEMS

A. Consideration to Appoint a New Director

There was much discussion among the four directors. Staff was asked to find out if a Director could appoint himself if he did not win the re-election. It was decided that this item would be tabled until the next board meeting.

B. Consideration to Appoint Director to Finance Committee and Elect New Finance Officer

Director Wyckoff recommended Director Fox to fill the vacancy on the Finance Committee. Director Fox accepted his appointment. After more discussion ensued regarding the Finance Officer position,

Motion by Director Wyckoff, seconded by Director Blair that the Board approve Director Fox to be appointed to the Finance Committee, and to nominate Director Rowland as the Finance Officer.

Unanimous

C. Consideration to Approve Joseph Barget and Remove Leo Havener as an Authorized Signer on the District Bank Accounts

After some discussion,

Motion by Director Wyckoff, seconded by Director Blair that the Board approve adding Joseph Barget to the District Bank Accounts as an authorized signer and removing Leo Havener as a signer of these accounts.

Unanimous

D. Consideration to Approve District's Statement of Investment Policy

After some discussion,

Motion by Director Blair, seconded by Director Rowland that the Board adopt the District's Statement of Investment Policy and authorize the President to sign it.

Unanimous

E. Consideration to approve Director to Attend CSDA Annual Conference

After some discussion it was unanimous among the Directors to not attend this conference.

F. Consideration to Approve Director to Attend ACWA/JPIA Fall 2004 Conference

After some discussion Director Rowland said that he would attend the JPIA session, November 29, and asked Stephanie to make his arrangements. He also asked that the motion indicate that "a Director" will attend, depending on the November election results.

Motion by Director Blair seconded by Director Rowland that the Board approve a Director to attend the ACWA/JPIA Fall 2004 Conference.

Unanimous

G. Consideration to Vote for CSDA Board of Directors Election 2004

After some discussion,

Motion by Director Blair, seconded by Director Fox that the Board will vote for John Fox.

Unanimous

8. REPORTS

A. Committees

No Committees met.

B. District Representatives to External Agencies

No representatives were able to attend last month.

C. Board President

President Wyckoff attended the 30th Space Wing "Civic Leader" tour of Nellis, Peterson and Schriber Air Force Bases. It was noted that the cost was paid by President Wyckoff.

D. General Manager

The General Manager addressed the Board and said that he appreciated being selected for the position, and the staff has given him a warm and professional welcome.

The General Manager continued to report that he attended a Mission County Formation Review Commission meeting that was held in Lompoc on August 23, 2004. He also met with board candidate Chris Brooks and Martin Damwyk gave him a tour of the District's facilities.

Finally to conclude this report, the General Manager met with Jim Beck, Utilities Director, and Susan Halpin, Wastewater Superintendent, for the City of Lompoc. They gave him a tour of the Wastewater Treatment Plant and shared information about the plant upgrade project.

9. INFORMATIONAL CORRESPONDENCE - None

10. DIRECTORS' FORUM

Director Fox welcomed Joe Barget to the District.

Director Blair announced that there will be a Candidates Forum, sponsored by the Vandenberg Village Association, at the Calvary Baptist Church on September 22 at 7:30 p.m.

Director Rowland welcomed Joe Barget to the District.

Director Wyckoff welcomed Joe Barget to the District.

11. ADJOURN

There being no further business to come before the Board,

Motion by Director Wyckoff, seconded by Director Blair to adjourn the meeting at 8:00 p.m.

Unanimous

Respectfully Submitted,

Stephanie Vlahos-Rivera
Secretary, Board of Directors

APPROVED AS TO FORM

Robert Wyckoff
President, Board of Directors