

# VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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*"Pride in Community Service"*

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## **MINUTES** **Regular Meeting** **February 4, 2025**

### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 4:30 p.m. by President Gonzales who led the Pledge of Allegiance.

2. ROLL CALL: Directors Gonzales, Heuring, Lamont, and Stassi were present.

### OTHERS PRESENT

General Manager Cynthia Allen; Operations & Maintenance Manager Jeff Cole; Financial Services Manager Patricia LeCavalier; VVCSD Utility Service Person Avery Griffin; Vince LaRocco, Battalion Chief 23, Deputy Fire Marshall, Santa Barbara County Fire Department; John Kaisersatt, Project Manager, Santa Barbara County Fire Department; Michael Garner, 561 Andromeda Drive; Lena Tazio Cox, 4505 Titan Avenue; Jeremy Camacho, 172 Galaxy Way.

3. ADDITIONS AND DELETIONS TO THE AGENDA: None

### 4. PUBLIC FORUM

President Gonzales invited public comments and there were none.

### 5. GUEST SPEAKER

Deputy Fire Marshall with the Santa Barbara County Fire Department, Vince LaRocco shared an insightful and educational presentation. Mr. LaRocco's presentation covered areas of concern surrounding

Vandenberg Village, fire prevention that has been and is planned to be carried out, as well as maintaining these areas.

## 6. OPERATIONS REPORT

Operations and Maintenance Manager Cole reported that the district pumped 31.6 million gallons in January with an average daily demand of 1 million gallons. This is 28% more than last January.

Vandenberg Village had .10" of rainfall in January. The calendar year total is currently at .10". The district's well levels for January were 1B-141', 3A-135', and 3B-134'.

In January, the crew replaced three 1" poly B service lines, two  $\frac{3}{4}$ " service lines, and one angle stop. The crew also replaced two 12" spools on the Pureflow filter effluent line and pulled the power conductors to the backwash VFD. Mr. Cole went on to report that there were no sewer overflows in January, and he currently has no staff announcements.

Director Gonzales asked Mr. Cole if the road work had been completed from the Sirius Avenue water main break. Mr. Cole reported that the road repair is not yet complete. He will be attending a Teams meeting with Ramsey Asphalt and the County to go over the expectations of the repair.

## 7. ADMINISTRATION REPORT

Financial Services Manager LeCavalier reported that in December the District received \$609,859 from the County Property Tax Roll for the LRWRP Upgrade Charge. This is reflected in the charts shown on pages 17 through 20 of the board package.

Ms. LeCavalier went on to report that the remaining interest we had earned last quarter with the Santa Barbara County Fund was transferred to California CLASS in January. This can be seen in the Disbursement Report on pages 25 and 30 of the board package.

The Request for Proposals for the Audit Services has been mailed out and proposals are due by March 7. These proposals will be reviewed

at the March Finance/Budget meeting and a contract will be awarded at the April Board Meeting.

Regarding office staff, Katryna Harbin has been brought on as our new part-time Customer Service Representative through Excel Temporary as of January 22. Jefferson Matignas has been with us through Excel since October and was hired as a full-time VVCS D employee on January 27.

## 8. CONSENT CALENDAR

A. Minutes of the Special Meeting on January 7, 2025

B. Treasurer Report

- 1) Pro-forma Financial Statements as of December 31, 2024
- 2) Pro-forma Schedule of Investments as of December 31, 2024
- 3) Disbursements through January 31, 2025

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

**Ayes: Directors Gonzales, Heuring, Lamont, and Stassi**  
**Noes: None**  
**Abstain: None**  
**Absent: None**

## 9. ACTION ITEM

### A. Director Appointment

Both candidates were asked to introduce themselves and share their background with the Board. After much discussion and deliberation, the following motions were made:

**Motion by Director Stassi, seconded by Director Heuring, to appoint Lena Cox as the new Director to fill the board vacancy.**

**Motion failed:**

**Roll Call Vote:**

**Ayes: Directors Heuring and Stassi**  
**Noes: Director Lamont**  
**Abstain: Director Gonzales**  
**Absent: None**

**Motion by Director Gonzales, seconded by Director Lamont, to appoint Jeremy Camacho as the new Director to fill the board vacancy. Motion Failed:**

**Roll Call Vote:**

**Ayes: Directors Gonzales and Lamont**  
**Noes: Directors Heuring and Stassi**  
**Abstain: None**  
**Absent: None**

**Motion by Director Gonzales, seconded by Director Lamont, to appoint Jeremy Camacho as the new Director to fill the board vacancy. Motion Failed:**

**Roll Call Vote:**

**Ayes: Director Gonzales**  
**Noes: Directors Heuring, Lamont, and Stassi**  
**Abstain: None**  
**Absent: None**

**Motion by Director Stassi, seconded by Director Heuring, to appoint Lena Cox as the new Director to fill the board vacancy. Motion passed:**

**Roll Call Vote:**

**Ayes: Directors Heuring, Lamont, and Stassi**  
**Noes: None**  
**Abstain: Director Gonzales**  
**Absent: None**

**B. Administer Oath of Office to New Director**

Director Cox was sworn into office.

**C. Committees and Agencies**

After some discussion, the following appointments were made:

**President Gonzales appointed Director Cox as a member of the Finance/Budget Committee.**

**President Gonzales appointed Director Cox as a member of the Water/Wastewater Committee.**

<b>Standing Committees</b>		
Finance/Budget	<b>Chair</b>	Stassi
	Member	Cox
Legal/Personnel	<b>Chair</b>	Gonzales
	Member	Lamont
Water/Wastewater	<b>Chair</b>	Heuring
	Member	Cox
Groundwater Sustainability Agency (GSA)	<b>Primary</b>	Stassi
	Alternate	Lamont

<b>Agencies</b>		
Association of California Water Agencies (ACWA) & Joint Powers Insurance Authority (ACWA/JPIA)	<b>Primary</b>	Heuring
	Alternate	Lamont
California Special Districts Association (CSDA) & Santa Barbara County Chapter of CSDA (SBCCSDA)	<b>Primary</b>	Gonzales
	Alternate	Stassi
Santa Ynez River Water Conservation District (SYRWCD)	<b>Primary</b>	Lamont
	Alternate	Heuring

## 10. REPORTS

### A. Committees

Director Stassi reported that the WMA met on January 22. They held elections and a representative from the City of Lompoc is now the President and Director Stassi is now the Vice-Chair. The main reports at this meeting were on the tasks required to be done with the grant received. Director Stassi believes completing these tasks by the deadline will not be an issue. WMA also met in closed session to discuss the hiring of an Executive Director; the members have not yet reached a decision.

At 5:58 p.m. Director Stassi excused himself from the meeting due to another engagement.

Director Gonzales reported that Legal/Personnel will be meeting in closed session this Thursday at 3 pm.

### B. District Representatives to External Agencies

Director Gonzales reported that there was a CSDA dinner in Buellton last week. General Manager Allen was also in attendance and was re-elected as Secretary for the Chapter.

No District Representative to External Agencies to report.

### C. Board President

President Gonzales recognized Operations & Maintenance Manager Cole, Utility Service Person Avery Griffin, and the rest of the crew for their outstanding work clearing the brush on Club House Road and along Burton Mesa Blvd.

President Gonzales asked General Manager Allen for more information regarding the KnowBe4 training. Dr. Allen explained that this is part of the cybersecurity training the EPA requires.

## D. General Manager

General Manager Allen reported that she met with the EPA representatives again on January 23 to review our revised (RRA) Risk and Resilience Assessment and our (ERP) Emergency Response Plan. The revised RRA was approved, however, our ERP required additional revisions. Dr. Allen was able to make these changes with the EPA representatives during their Teams meeting, the ERP was then approved. We are now certified 18 months ahead of the deadline. The RRA certification was due June 2026, and the ERP was due December 2026.

General Manager Allen went on to report that with the pause in Federal funding for grants, our cybersecurity grant is currently on hold. However, some of the cybersecurity measures have already been implemented, and all vvcasd.org email users will be receiving regular cybersecurity training.

## 11. INFORMATIONAL CORRESPONDENCE

- A. **US Drought Monitor:** California, January 28, 2025
- B. **VVCSD:** Water Pumped vs. Sold, 12 months
- C. **US EPA:** Risk and Resilience Assessment Certification
- D. **US EPA:** Emergency Response Plan Certification

## 12. DIRECTORS FORUM

Director Heuring wanted to speak about the recent California wildfires. It was reported that certain communities had equipment prepositioned to help fight the fires. Director Heuring thinks this would be beneficial to look at as a possibility for Vandenberg Village. Director Gonzales mentioned that he has heard of private companies that can come out and set up equipment to help fight fires.

13. ADJOURN

**President Gonzales declared the meeting adjourned at 6:13 p.m.**

**Attest:**

**Signed:**

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**Brianna Jennings**  
**Secretary, Board of Directors**

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**Richard Gonzales**  
**President, Board of Directors**