

# VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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*"Pride in Community Service"*

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## **MINUTES Regular Meeting**

**October 1, 2024**

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

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

### **2. ROLL CALL: Directors, Brooks, Bumpass, Gonzales, Heuring and Stassi**

#### **OTHERS PRESENT**

General Manager Cynthia Allen, Operations & Maintenance Manager Jeff Cole, Financial Services Manager Patricia LeCavalier, and Vandenberg Village resident Blake Bradley.

### **3. ADDITIONS AND DELETIONS TO THE AGENDA: None**

### **4. PUBLIC FORUM**

President Bumpass invited public comments and there were none.

### **5. OPERATIONS REPORT**

Operations and Maintenance Manager Cole reported the district pumped 41.4 million gallons in September with an average daily demand of 1.4 million gallons a day. This is 7% more than last September.

There was 1" of rainfall in September bringing the total calendar year to 15.97". The district well levels for September were 1B – 142', 3A – 134', and 3B – 135'.

The field crew repaired 2 6" main lines and replaced a 6" saddle and service line. An unknown air/vac was found by the field crew on Galaxy Way. This was repaired and brought above ground. Mr. Cole also reported that the Lead and Copper Report had been submitted to the State Water Board.

The VFD in the enclosure that was originally ordered from PureFlow was received. The enclosure has been mounted in the Booster Building.

Mr. Cole reported that he went on a trip to see the SCADA integrator to simulate and test SCADA programming. It was noted that the trip went well overall. Mr. Cole is looking into scheduling the installation for the last week of October or the first week of November.

To conclude his report, Mr. Cole noted there were no sewer overflows in September. Avery Griffin passed his T1 Exam and Juan is taking his T1 Exam on October 3<sup>rd</sup>. Avery and Ben attended a CRWA D1-D2 prep class.

## 6. ADMINISTRATION REPORT

Financial Services Manager LeCavalier reported that on September 26<sup>th</sup> \$1.5 million was transferred from the Santa Barbara County Fund to California CLASS. This transfer was voted on by the Board at the September 3<sup>rd</sup> meeting. The transfer will decrease the Santa Barbara County Fund to \$1.6 million and increase the California CLASS to \$3.7 million. Ms. LeCavalier shared with the Board that the most recent posted interest rates are California CLASS at 5.26 percent, Mechanics Bank at 4.7 percent, LAIF at 4.56 percent, and Santa Barbara County at 2.87 percent.

To conclude her report, Ms. LeCavalier reported that two new employees have been hired through Excel Temporary Services. Jefferson has been working in the office for just over two weeks doing Accounts Payable and Payroll. Susanne started this week and will be helping with Customer Service tasks.

## 7. CONSENT CALENDAR

A. Minutes of the Regular Meeting on September 3, 2024

## B. Treasurer Report

- 1) Pro-forma Financial Statements as of August 31, 2024
- 2) Disbursements through September 30, 2024

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

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

## 8. ACTION ITEM

### A. Annual Audit

After some discussion among the staff and Directors, the following motion was made.

**Motion by Director Brooks, seconded by Director Gonzales to accept the FY 2023-24 annual audit report from Moss, Levy & Hartzheim, LLP.**

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

### B. Resolution 234-24

After much discussion among the staff and Directors, the following motion was made.

**Motion by Director Stassi, seconded by Director Bumpass to approve Resolution 234-24 authorizing the withdrawal of funds from the Santa Barbara County Investment Pool.**

#### **Roll call vote**

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

**Noes: None**  
**Abstain: None**  
**Absent: None**

#### C. Ordinance Revision

After much discussion among the Directors and staff, the following motion was made.

**Motion by Director Brooks, seconded by Director Gonzales to introduce, waive reading, and place for adoption revisions to the Code of Ordinances on the November 5<sup>th</sup> agenda.**

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

#### D. First Amendment to SGMA Joint Powers Agreement

After a short discussion, the following motion was made.

**Motion by Director Stassi, seconded by Director Brooks to Ratify Amendment 1 to the SGMA Joint Powers Agreement and authorize the Board President to sign.**

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

#### E. 2024 Election

General Manager Allen discussed the process of filling a vacant seat on the Board of Directors. The district must advertise for no less than 15 days, followed by an open session discussing the applicants. The Board has until February 4<sup>th</sup> to appoint a new Board member if there is a vacancy.

Director Bumpass suggested rewording page 52 of the board package as Mike Garner has not yet resigned as a Board Member. Director Bumpass

would like to have Mr. Garner's resignation in writing before going through the steps of advertising the vacancy.

Director Gonzales believes the position on the Board should be viewed as Mr. Garner's until December 6<sup>th</sup> or until he officially resigns, and no further action should be taken until then. Director Bumpass agrees that it is Mr. Garner's position to fill or officially resign. Director Bumpass shared his belief that Mr. Garner would serve the Board well and this statement was met with agreement. Director Gonzales shared his disappointment that Mr. Garner might not serve on the Board.

Director Gonzales introduced Blake Bradley, a member of the public who was present at the Board Meeting. Mr. Bradley has taken an interest in the district. Director Gonzales invited Mr. Bradley to sit in at the meeting and see how the Board operates.

## 9. REPORTS

### A. Committees

No Committees met.

### B. District Representatives to External Agencies

Director Gonzales reported that he and Director Stassi had gone to the Annual CSDA Conference in Indian Wells. Director Gonzales highly encourages other Directors to attend.

Director Stassi reported that he had attended several workshops offered at the Conference.

Director Stassi attended the August 28<sup>th</sup> SGMA meeting. Director Stassi reported that the EKI Consultants were given two new tasks, one being Well Extraction and Measurement Policy Development and the other being Well Monitoring and Improvements. Both tasks are reimbursable through a grant.

Director Stassi reported that September 6<sup>th</sup> was a joint meeting with all three of the Groundwater Agencies. Most of the discussion was focused on compliance with the DWR requirement to have one report for the entire basin. There is some disagreement between members on which company to

use for the one report. A recommended solution was to take the three reports and create a summary of what was found in each separate report.

On September 25<sup>th</sup> Director Stassi attended the Western Management Area meeting as the voting member. The main purpose of the meeting was to look at the possibility of having an Executive Director run the JPA. Metering was also discussed at this meeting. The Agricultural representative suggested that a certain group of large users could be metered and the others could self-report. This remains an ongoing conversation for the Western Management Area.

#### C. President

President Bumpass had no comments.

#### D. General Manager

General Manager Allen reported that she is finishing up the revisions to the Capital Improvement Plan. The Finance/Budget Committee should have a draft of this before a new committee is appointed in January. General Manager Allen has also been working on Request for Proposals for the projects that were spoken of at the prior meeting.

On September 24<sup>th</sup> representatives from the Santa Barbara Botanical Garden and California Fish and Wildlife came to visit the potential state lands lease site to look for the bird's beak plants. A report from the representatives should be expected a month from now. The Surveyor sent a copy of the field survey for site 1.

General Manager Allen went on to discuss the September 24<sup>th</sup> meeting held by Urban Planning Concepts to talk about the projects on Constellation Road and Apollo Way. Dr. Allen reported that around 50 residents were in attendance, including Director Gonzales, Director Heuring, and all management staff. The meeting was very civil, and a lot of good information was received. The Constellation Road project is still in progress with the County approval process. The Apollo Way project was fast-tracked and has already been approved. This will add around 300 additional units to the district.

General Manager Allen shared that Lee Patton with ACWA/JPIA will be here on October 3<sup>rd</sup> to conduct the annual hazard assessment inspection. The next SBCCSDA meeting will be on October 21<sup>st</sup> at the Frog Bar and Grill in Goleta.

To conclude her report, Dr. Allen recently found out through CSDA that there is an opportunity to receive federal grant funds for cybersecurity projects through Cal OES. A list of products was put together and \$30,000 was requested. \$10,000 would go towards consultants to help with compliance auditing, to ensure there's nothing we could be potentially missing. For the cybersecurity side of the district, an incident response plan would be needed. Another \$14,000 would be used to enhance the backup system and security information management. An additional \$3,000 would be for additional backup power for the network server which also hosts the SCADA VPN. \$2,000 would go towards staff training and the remainder of the money would go towards management administration of the grant. The district is required to submit a cybersecurity vulnerability report to the EPA in 2026. Dr. Allen has a list of changes to make in the future to try and reduce our vulnerability.

## 10. INFORMATIONAL CORRESPONDENCE

- A. US Drought Monitor: California, September 24, 2024
- B. Water Pumped vs Sold, September 2023 – August 2024
- C. Record of Survey APN 097-370-049, August 16, 2024

## 11. DIRECTORS FORUM

Director Gonzales wanted to shout out a young member of our community. Alex Bumpass is working on his Life Rank through the Boy Scouts which entails getting involved in community work. Alex worked hard at clearing the vegetation that blocked the vision of drivers on Club House Road. Director Gonzales recommends that the district award Alex with a letter of thank you for the work he did to help better our community.

Director Stassi thanked Alex as well, mentioning he thought a crew had gone out to clear the vegetation on Club House Road as there was so much that had been blocking the roadway. Director Stassi agrees that a letter of thank you is a great idea for Alex.

Director Heuring reported that at the Tuesday Urban Planning Concepts meeting the consultant stated that the Patel Family is going to step up and help get the park on Constellation started.

Director Brooks stated that he relinquished his SGMA seat to Director Stassi. Director Brooks said he is very confident in Director Stassi's abilities.

Director Bumpass thanked Director Gonzales for recognizing Alex's work on Club House Road. Director Bumpass wanted to acknowledge that Director Gonzales was out helping to cut back some of the vegetation as well and stated that he appreciated his help. Director Bumpass asked if a resolution regarding his time spent on the Board could wait until the January meeting to be adopted. General Manager Allen confirmed this will be on the January agenda.

## 12. ADJOURN

**President Bumpass declared the meeting adjourned at 8:21 p.m.**

**Attest:**

**Signed:**

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

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**Robert Bumpass**  
**President, Board of Directors**