

LOS ALAMOS COMMUNITY SERVICES DISTRICT

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LOS ALAMOS, CALIFORNIA 93440

MINUTES

Board of Directors Regular Board Meeting

Located at the District Office

June 26, 2019

Call to Order The Regular Meeting of the Los Alamos Community Services District was held Wednesday, June 26, 2019. President-Len Bileti called the meeting to order at 6:31 p.m.

Roll Call Members in attendance were Len Bileti, Craig Snell, Larry Torres, Susie Gregg, and Jimmy Solis. Staff in attendance was Kevin Barnard-General Manager and Candyce Clark-Office Manager/Treasurer. Guests in attendance was Jay Freeman.

Public Comments There were no public comments.

Discussion and Action Regarding Request from Jay Freeman Regarding LAFCO

Runoff Election Jay Freeman introduced himself and explained to the Board the Special District Election Committee election for one of two Regular Special District members on LAFCO. This is a runoff election between the two candidates receiving the highest number of votes in the mailed ballot election that ended on May 10, 2019. Mr. Freeman gave an explanation of his background and why he is interested in running for the Regular Special District Member position. LACSD President-Len Bileti is the designated voting member on behalf of the District for LAFCO. The voting period will end on August 5, 2019. After Mr. Freeman's presentation with questions from the Board, President-Len Bileti confirmed that he will be voting for Mr. Freeman and submit the ballot accordingly. The Board thanked Mr. Freeman for taking the time to come and meet with the Board.

Discussion and Action Regarding Ferrini Park User Agreement and Revisions

This item was tabled until the next Board Meeting.

Consideration and Approval of Minutes for May 22, 2019 Meeting Candyce Clark presented the Board Meeting Minutes for May 22, 2019 to the Board. After discussion, Susie Gregg moved and Jimmy Solis seconded to approve the minutes for May 22, 2019, as written. Len Bileti, Craig Snell, Larry Torres, Susie Gregg and Jimmy Solis voted in favor of the motion.

Discussion and Action Regarding Unaudited Financial Statements for March and April 2019

This item was tabled until the next Board Meeting.

Discussion and Action Regarding Hourly Attorney Fees Verses Flat Fees Kevin Barnard reported to the Board that he had not heard back from Rick Battles-Legal Counsel regarding the confirmation of actual figures calculated for a flat fee for the 19/20 Fiscal

*****FULL MINUTES ARE AVAILABLE AT THE DISTRICT OFFICE*****

Year Budget verses a budgeted amount. Due to the time restraint as far as approving the 19/20 Fiscal Year Budget, we will revisit this issue in the next Fiscal Year.

Discussion and Action Regarding Approval of Fiscal Year 19/20 Budget Kevin Barnard presented the Fiscal Year 19/20 Budget to the Board that he worked on with Candyce Clark and was also reviewed and discussed by the Finance Committee Members, Craig Snell and Larry Torres. After discussion on various line items, Larry Torres moved and Jimmy Solis seconded to approve the Fiscal Year 19/20 Budget and directed staff to conduct a salary survey in regards to the General Manager-Kevin Barnard and Office Manager/Treasurer-Candyce Clark positions. Len Bileti, Craig Snell, Larry Torres, Susie Gregg and Jimmy Solis voted in favor of the motion.

Discussion and Action Regarding Water Conservation within the LACSD Boundary
See attached report prepared by Kevin Barnard.

Reports from Staff/Directors

Candyce Clark gave an update on the Kamstrup software issues. Still ongoing and hopeful that once all the Hersey meters are replaced with the Kamstrup meters, the bugs will be worked out with the Kamstrup software issues. The Kamstrup representative didn't enter any of the Kamstrup meters that were physically installed for customers of the LACSD during the month of June, into the Kamstrup reading software. This caused quite a delay in processing the meter billing only for the Kamstrup meters as well as frustrations. In order to avoid this in the future I have to send Kamstrup a spreadsheet of all the meters installed during the month, prior to preparing the billing, to make sure this doesn't happen again. Candyce also reported that the Los Alamos Foundation will be holding a "Movie Night" in Ferrini Park on June 28, 2019.

Kevin Barnard reported on the following:

Juan Ramon Gomez resigned his position as Operations Supervisor effective June 6, 2019. Jasen Farris was hired as an Operator-in-Training and began his employment with the District on June 17, 2019. Kevin reported that he is holding Staff Meetings each Monday to go over the workload for the week and safety training as well.

The lab results for the required water samples for Water Well #6 in Ferrini Park all came back in good standings and passed. Well #6 is expected to be online in the near future.

Closed Session Pursuant to Government Code Section 54956.9(1)(d) @7:20 p.m.

- (i) Public Comments on Closed Session Item
- (ii) Conference with Legal Counsel – Existing Litigation
Name of Case: Johnny Mitchell v. Los Alamos Community Services District
Department of Fair Employment and Housing Matter Number:
201806-02551411
- (iii) Public Employee Twenty-Three Year Performance Evaluation

Office Manager/Board Secretary/Treasurer

- (iv) Public Report on Closed Session Items:
The Board returned to open session at 7:35 p.m.

Regarding item (ii), Candyce Clark presented the documents from the DFEH regarding the violation that Johnny Mitchell filed against the Los Alamos Community Services District. The District received notification that the DFEH was "unable to conclude" that a violation occurred.

Regarding item (iii), Susie Gregg presented Candyce Clark's 23-year Performance Evaluation to the Board. In the past 23 years, Candyce has been a tremendous asset to the District and has effectively and efficiently managed the front office and the administrations of the District. Candy's hard work and dedication to her job shines through in her day to day attitude and friendliness to the District customers and co-workers. After discussion, Jimmy Solis moved and Larry Torres seconded to approve Candyce Clark's 23-year (March 14, 2019) Performance Evaluation as presented by Susie Gregg. Len Bileti, Craig Snell, Larry Torres, Susie Gregg and Jimmy Solis voted in favor of the motion. Candy thanked the Board and looks forward to more years to come.

ADJOURNMENT President, Len Bileti adjourned the meeting at 8:38 p.m.

Candyce Clark
Secretary to the Board
Posted: District Office / U.S. Post Office

Leonard Bileti
President of the Board
By: Clark Date: 8/1/19

Board of Directors Regular Meeting June 2019

Water Conservation/Production Report

Monthly Water Usage In Million Gallons

	2013	2014	2015	2016	2017	2018	2019
January	4.723	7.602	4.782	4.077	3.565	5.148	4.280
February	4.729	5.389	4.420	3.986	3.115	5.411	3.964
March	7.216	6.255	6.542	4.582	4.343	4.471	4.594
April	8.674	7.578	6.916	5.935	6.509	6.384	6.645
May	10.965	11.404	7.745	7.725	8.640	8.018	7.795
June	11.905	10.734	7.855	8.749	9.636	9.070	*9.068
July	12.449	10.781	8.630	9.554	10.423	10.538	
August	11.530	10.542	8.480	9.210	9.640	10.974	
September	11.581	8.657	8.688	8.825	8.705	9.311	
October	10.204	8.366	7.978	7.190	8.596	8.332	
November	7.775	5.777	5.980	5.225	6.834	6.653	
December	6.177	4.452	5.169	4.035	6.924	4.675	
Total	107.928	97.537	83.185	79.093	86.930	88.985	

▪ New Water Conservation Requirements Adopted July 15, 2014 by the State Water Board and by the Los Alamos CSD August 27, 2014. The District ordinance was extended on April 22, 2015, January 27, 2016 and will remain in effect until this requirement is lifted.

* Anticipated Monthly Water Production.