

# 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

March 27, 2019

**Call to Order** The Regular Meeting of the Los Alamos Community Services District was held Wednesday, March 27, 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 were Melissa Reed and Felicia Baili.

**Public Comments** There were no public comments.

**Discussion and Action Regarding Request from Melissa Wagens for Use of Ferrini Park** Melissa Wagens and Felicia Baili gave an in-depth presentation to the Board of their concept "Los Alamos Winter Wonderland" to be held November 29<sup>th</sup> through December 23<sup>rd</sup> (approximately three weeks) and are requesting the use of Ferrini Park for this event. The event would include to name a few, a small Christmas tree lot, Christmas Photo with Santa, crafts for children and a Makers Market. A 40 x 40 Tent would be placed in the Park. Some of the concerns from Staff and the Board is the three-week period, the placement of a 40 x 40 tent, a profit-making event with an unknown amount that would be set aside for a non-profit contribution. In addition, the wear and tear of the Park which would be their responsibility to repair. The Board and/or Staff has never received a request for a three-week period to use the Ferrini Park. The most Ferrini Park has been reserved for is 2.5 days during Old Days. After the presentation and a lengthy discussion, the Board directed Staff to check with Legal Counsel and further research this request. This will be an Agenda item for the following month.

**Discussion and Action Regarding a Request from Irene Boyd for the Use of Ferrini Park for a Wedding Ceremony on August 24, 2019** Candyce Clark presented a letter of request for the use of Ferrini Park on August 24, 2019 for a wedding ceremony, approximately 30 minutes with approximately 2.5 hours of set-up before and clean-up. The wedding reception will be held at the 1880 Union Hotel. After discussion, Larry Torres moved and Susie Gregg seconded to approve this request. Len Bileti, Craig Snell, Larry Torres, Susie Gregg and Jimmy Solis voted in favor of the motion.

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

**Discussion and Action Regarding Landowner Requests for (i) Reduction in Water and Sewer Fees for 260 Bell Street, and (ii) Establishment of Committee to Communicate with Owner Regarding Account Disputes and Personnel Matters**

Regarding item (i), Candyce Clark presented documentation to the Board regarding Landowner, (Cathy LeBlanc) in reference to the billing for 260 Bell Street (Collins Market) during the time period December 2018 and January 2019. Initially, Ms. Leblanc stated that she emailed her billing issues to Office Manager-Candyce Clark and General-Manager-Kevin Barnard, for which they never received. Instead of following up with Staff, she posted on social media (Facebook) her complaint about the Los Alamos CSD not responding to her email and then proceeded to air her grievance at a Town Hall Meeting with Supervisor Joan Hartman, on Tuesday, February 19, 2019, regarding her billing issues/complaint about the Los Alamos CSD. Directors Solis and Torres were at that meeting as citizens to hear and discuss various issues not related to or on behalf of the Los Alamos CSD. She then gave all her documentation, to Director Jimmy Solis, who then gave it Director Larry Torres at the Town Meeting. Ms. LeBlanc engaged in a conversation with Director Larry Torres who then forwarded all the documentation to Office Manager-Candyce Clark. Candyce Clark sent the first letter of explanation to Ms. LeBlanc on February 21, 2019, along with all the documentation pertaining to this billing issue. Subsequently between additional texts, emails and letters between Ms. Leblanc, Director Torres and Office Manager-Candyce Clark these issues were again explained in detail with all the proper documentation. After a lengthy discussion and review of all the documentation, regarding item (i), Jimmy Solis moved and Susie Gregg seconded to deny the request for a reduction in water and sewer fees for 260 Bell Street. Len Bileti, Craig Snell, Larry Torres, Susie Gregg and Jimmy Solis voted in favor of the motion.

Regarding item (ii), after discussion and review of documentation related to this request, Jimmy Solis moved and Susie Gregg seconded to deny the request for Establishment of Committee to Communicate with Owner Regarding Account Disputes and Personnel Matters Len Bileti, Craig Snell, Larry Torres, Susie Gregg and Jimmy Solis voted in favor of the motion.

**Consideration and Approval of Minutes for February 27, 2019 Meeting** Candyce Clark presented the Board Meeting Minutes for February 27, 2019 to the Board. After discussion, Larry Torres moved and Jimmy Solis seconded to approve the minutes for February 27, 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 January and February 2019** Candyce Clark presented the Unaudited Financial Statements for January and February 2019 to the Board. After discussion, Susie Gregg moved and Larry Torres seconded to approve the Unaudited Financial Statements for January and February 2019. 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.



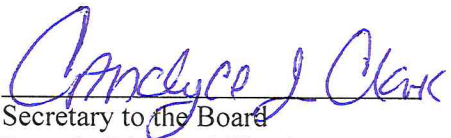
**Reports from Staff/Directors** Candyce Clark gave an update on the Kamstrup Meter Replacement Project. To date 390 Kamstrup Meters have been installed. Director Torres inquired about the timeline for the hiring of the part-time employee for the front Office. Candyce Clark stated that once all the documentation has been fulfilled for the new Operator-in-Training employee, Candyce will start working on hiring the two day-part-time employee for the front Office. Being a Special District, the hiring process and documentation can be quite extensive.

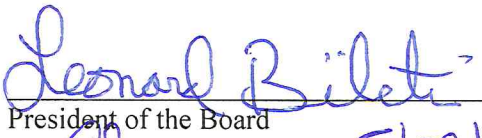

Kevin Barnard reported to the Board that the Operator-in-Training Position has been filled and welcomed Luis Uribe to this position with the Los Alamos CSD, who began his first day of work on March 20, 2019. Kevin also presented a RPA Stabilization Fund refund check from ACWA/JPIA in the amount of \$4,566.77. This refund represents the actual deposit premium for the insurance programs the Los Alamos CSD has with ACWA/JPIA verses the actual costs during a specific time period. Since the resulting balance for the Los Alamos CSD was positive by more than 50% of the attachment point, the Los Alamos CSD was refunded the difference, Kevin also gave an update on Water Well #6.

**Closed Session Pursuant to Government Code Section 54956.9(1)(d) @7:50 a.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: 201806-0255141
- (iii) Public Report on Closed Session Items- The Board returned to open session at 8:03 p.m. No reportable action was taken in closed session.

**ADJOURNMENT** President, Len Bileti adjourned the meeting at 8:04 p.m.

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

  
President of the Board  
By:  Date: 5/29/19