

# 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

October 23, 2019

**Call to Order** The Regular Meeting of the Los Alamos Community Services District was held Wednesday, October 23, 2019. President-Len Bileti called the meeting to order at 6:30 p.m.

**Roll Call** Members in attendance were Len Bileti, Craig Snell, Susie Gregg, Jimmy Solis and Tony Barr. Staff in attendance was Kevin Barnard-General Manager, Candyce Clark-Office Manager /Treasurer. Guest in attendance was Randy Sharer.

**Public Comments** Randy Sharer, a member from the Friends of the San Antonio Water Basin informed the Board on the anticipated formation of a New Special District encompassing the San Antonio Water Basin. He presented the facts behind their efforts of the past two years, which are included in the attached letter that will go out to all the customers of the Los Alamos Community Service District (LACSD) in the October 31, 2019 billing statements. Important facts in the letter such as, the New District **does not** have any jurisdiction over parcels within the LACSD and **will not** assess LACSD parcels. Funding for the New District will be accomplished via an assessment on lands within the New District. After a lengthy discussion, the Board and Staff thanked Randy for taking the time to come to the Board Meeting with very valuable information. Kevin presented the updated Organizational Chart and a copy of the Directors Guide for the Board Members. Candyce will update the Board of Director's list adding Tony Barr on as a new Board Member. Kevin also presented a Certificate of Appreciation from the U.S. Geological Survey to the LACSD for collaboration with the Groundwater Ambient Monitoring and Assessment Program-Priority Basin Project, an ongoing statewide assessment of groundwater quality. The Project relies on the participation of well owners who voluntarily allow their wells to be sampled to acquire information on regional groundwater quality.

### **Discussion and Action Regarding Appointment of Antonius Barr to fill the Board Member Vacancy and Administer the Certificate of Appointment and Oath of Office**

Candyce Clark Administered the Certificate of Appointment and Oath of Office to Tony Barr. Director Barr reported that he did a tour of the District's facilities with Kevin Barnard and was very impressed of all that Kevin does and is responsible for. The Board and Staff congratulated Tony on his appointment.

**Consideration and Approval of Minutes for September 25, 2019 Meeting** Candyce Clark presented the Board Meeting Minutes for September 25, 2019 to the Board. After discussion, Susie Gregg moved and Craig Snell seconded to approve the minutes for September 25, 2019, as written. Len Bileti, Craig Snell, Susie Gregg and Jimmy Solis voted in favor of the motion.

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

### **Discussion and Action Regarding Unaudited Financial Statements for September**

**2019** Candyce Clark presented the Unaudited Financial Statements for September 2019 to the Board. After discussion Craig Snell moved and Jimmy Solis seconded to approve the Unaudited Financial Statements for September 2019, as presented. Len Bileti, Craig Snell, Susie Gregg, Jimmy Solis and Tony Barr voted in favor of the motion.

### **Discussion and Action Regarding Approval of Draft Audited Financial Statements**

**Ending June 30, 2019** Kevin and Candyce presented the Draft Audited Financial Statements ending June 30, 201, to the Board. After a lengthy discussion on the expense line item Employee Retirement through CalPERS that the Audit showed, which was double of the amount that was budgeted for in this Fiscal Year, the Board directed Staff to discuss this issue with the Auditor, Travis Hole of Moss, Levy and Hartzheim and invite him to the next Board meeting in November for clarification. This item was tabled until this issue is resolved.

### **Discussion and Action Regarding Water Conservation within the LACSD Boundary**

Kevin Barnard presented the October 2019 Water Conservation/Production Report to the Board. Please see attached.

### **Reports from Staff/Directors**

Candyce Clark reported on the revised water and sewer connection fees that Rick Battles, Legal Counsel prepared which go into effect November 1, 2019. The fees were increased 1.7%. Candyce reported that the posting of the Customer Service Representative 1 has been done, with the final deadline to apply by October 31, 2019. Candyce also reported on the mandatory training, Ethics Training and Sexual Harassment Training for Managers, for Board Members and Staff and a listing of who needs to take these courses. Candyce and Kevin completed the required training for Managers. In addition, all District Staff completed the mandatory Sexual Harassment Training at Vandenberg Village CSD. Candyce presented a memo From Rick Battles-Legal Counsel on Senate Bill SB998-Water Shutoff Production Act. The District must adopt a written water discontinuation policy that is available in English, Spanish, Chinese, Tagalog, Vietnamese, Korean and any other language spoken by 10 percent or more people within the District's Service Area. The Bill requires the District to adopt a policy by April 1, 2020 relating to the discontinuance of residential water service for nonpayment of fees. There are many requirements that the policy must include. Rick Battles has reviewed a number of sample policies that other agencies have prepared to comply with the requirements of SB 998 and has begun drafting a policy for consideration by the District. Rick anticipates sending a draft of the policy to the District within the next few weeks.

Kevin Barnard reported on the work that Alexander Pumping just recently completed on Water Well #6 during this past month. The well was redeveloped increasing the District's original water production capacity from 450 gpm to 680 gpm, a substantial increase in production. After the completion of some additional water sampling, the Well will be placed online to the distribution system.

ADJOURNMENT President, Len Bileti adjourned the meeting at 8:18 p.m.

Candyce Clark

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

Leonard Bileti

President of the Board

By: CCClark

Date: 11/25/19