

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

September 25, 2019

Call to Order The Regular Meeting of the Los Alamos Community Services District was held Wednesday, September 25, 2019. President-Len Bileti called the meeting to order at 6:30 p.m.

Roll Call Members in attendance were Len Bileti, Craig Snell and Susie Gregg and Jimmy Solis. Staff in attendance was Candyce Clark-Office Manager /Treasurer. Guests in attendance were Barbara Landon, Tony Barr and Charlie Gonzales.

Public Comments Candyce Clark read a thank you note received from The Los Alamos Senior Center regarding the donation received from Irene and Stewart Boyd who held their daughter's Wedding recently at Ferrini Park. Since the LACSD could not accept a donation, Candyce gave them the names of several local non-profit agencies, one being the Los Alamos Senior Center. The Boyds were very grateful for the warm welcome they received and sent a \$500.00 donation to the Alamos Senior Center. The members of the Los Alamos Senior Center were so thankful for thinking of them and stated, "they certainly need it."

Discussion and Action Regarding Interviews and Appointment of Board Member Vacancy

The Board held interviews for the three applicants for the Board Member Vacancy. Those being Barbara Landon, Tony Barr and Charles Gonzales who were all very qualified. After a lengthy discussion, Jimmy Solis moved and Craig Snell seconded to approve the selection of Tony Barr to fill the Board Member Vacancy. Len Bileti, Craig Snell, Susie Gregg and Jimmy Solis voted in favor of the motion. Mr. Barr will be administered the Certificate of Appointment and Oath of Office at the next Board Meeting to be held on Wednesday, October 23, 2019. The Board thanked all the applicants for applying for this vacancy and encouraged them to reapply if a vacancy opens up in the future.

Consideration and Approval of Minutes for August 28, 2019 Meeting Candyce Clark presented the Board Meeting Minutes for August 28, 2019 to the Board. After discussion, Susie Gregg moved and Craig Snell seconded to approve the minutes for August 28, 2019, as written. Len Bileti, Craig Snell and Susie Gregg voted in favor of the motion. Jimmy Solis abstained as he was absent for the meeting.

Discussion and Action Regarding Unaudited Financial Statements for August 2019

Candyce Clark presented the Unaudited Financial Statements for August 2019 to the Board. After discussion, Susie Gregg moved and Jimmy Solis seconded to approve the Unaudited Financial Statements for August, 2019, as presented. 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 Revisions to the 19/20 Fiscal Year Budget Kevin Barnard presented the revisions to the 19/20 Fiscal Year Budget to the Board. The Revenue and Expense totals remain the same. Some of the line items were adjusted, some decreased and others increased, but the bottom line for revenues and expenses remains the same as the original budget approved in June 2019. After discussion, Susie Gregg moved and Craig Snell seconded to approve the revisions to the 19/20 Fiscal Year Budget as presented. Len Bileti, Craig Snell, Susie Gregg and Jimmy Solis voted in favor of the motion.

Discussion and Action Regarding Resolution No. 19-368, A Resolution of the Los Alamos Community Services District Approving Revised Employee Pay Schedule Candyce Clark and Kevin Barnard presented Resolution No.19-368, A Resolution of the Los Alamos Community Services District Approving Revised Employee Pay Schedule to the Board. With employee changes, being the proposed hiring of a part-time Customer Service Representative 1 position, (which hasn't been filled for nine years), the employee pay schedule needed to be revised. This includes a market pay adjustment to the General Manager and Office Manager positions and the creation for a Lead Operator position. Rick Battles-Legal Counsel reviewed and prepared the final Resolution No. 19-368, to be presented to the Board. After discussion, Jimmy Solis moved and Susie Gregg to approve Resolution No.19-368, A Resolution of the Los Alamos Community Services District approving Revised Employee Pay Schedule. Len Bileti, Craig Snell, Susie Gregg and Jimmy Solis voted in favor of the motion.

Discussion and Action Regarding Water Conservation within the LACSD Boundary Kevin Barnard presented the September 2019 Water Conservation/Production Report to the Board. Please see attached.

Reports from Staff/Directors

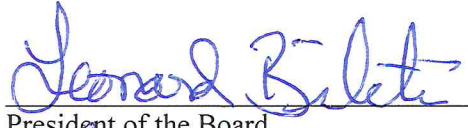
Candyce Clark reported that the part-time Customer Service Representative 1 position. will be posted around October 2, 2019 with the deadline to apply towards the end of October 2019. Also, we only have approximately seven Kamstrup meters to install as part of the Kamstrup meter replacement program. Candyce also reported that she submitted the completed the Los Alamos Community Services District's Employee Compensation Reports for 2017 and 2018 as requested by Transparent California. The requested was submitted on September 16, 2019 with a ten-day deadline.


Kevin Barnard reported on the six water service line breaks that occurred during this past month. In addition, Kevin gave an update on the tractor training that was just completed for the employees and the ongoing sewer jetting training for the employees. Kevin also updated the Board on the 2019 SCADA Upgrade Project. Lastly, Kevin gave a report on the letter received by the Friends of San Antonio (September 7, 2019) regarding preliminary information concerning assessment ballot proceedings proposed assessments, which **do not** include the District's customers or the Wastewater Treatment Plant. In Kevin's absence, Director Bileti gave a report on the September SABGSA meeting.

ADJOURNMENT President, Len Bileti adjourned the meeting at 8:25 p.m.



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



President of the Board
By:  Date: 10/24/19

Board of Directors Regular Meeting

September 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	9.110
July	12.449	10.781	8.630	9.554	10.423	10.538	9.364
August	11.530	10.542	8.480	9.210	9.640	10.974	10.2.19
September	11.581	8.657	8.688	8.825	8.705	9.311	9.554
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.