

**CUYAMA COMMUNITY SERVICES DISTRICT  
MINUTES OF THE BOARD OF DIRECTORS  
REGULAR MEETING  
WEDNESDAY, JUNE 10TH, 2020**

**1. CALL TO ORDER:**

Chairman Paul Chounet called the meeting to order at 7:10 p.m.

**2. ROLL CALL, Board Members and Staff Present:**

**Board Members present:**

Paul Chounet

Terri Cox

Fernando De Los Santos

Malcolm Ricci

Deborah Williams

Malcolm Ricci participated in the meeting from a remote location by Zoom conferencing.

**Board Members absent:**

None.

**Staff present:**

Vivian Vickery

**3. INTRODUCTION OF GUESTS:**

None.

**4. PUBLIC COMMENTS:**

None.

**5. PUBLIC HEARING:**

The Board of Directors held a Public Hearing at 7:12 p.m. to present the proposed budget for the 2020-2021 fiscal year (July 1, 2020 – June 30, 2021) for adoption by the Board of Directors. Vivian Vickery presented the proposed budget, as prepared by Ms. Vickery and Malcolm Ricci. Paul Chounet explained the increase in expense item GSA extraction fee due to CBGSA proposed increase of \$19.00 per acre-foot Groundwater Extraction Fee to \$39.00 per acre-foot; however, he reported that CCSD should get a refund of \$2,000-\$3,000 from grant funds. There were no public comments. The Public Hearing closed at 7:15 p.m.

At this time, Paul Chounet reported that Fernando De Los Santos was administered the Oath of Office for his appointment to fill the vacancy on the CCSD Board of Directors prior to the meeting. Board Members formally welcomed Mr. De Los Santos to the CCSD Board.

**6. APPROVAL OF THE MINUTES:**

None were presented for approval.

**7. APPROVAL OF CHECKS BY NUMBERS:**

Terri Cox made a motion to approve checks 11254 through 11279, ACH Debit, and EFT from the General Account, noting that check 11254 had been previously issued, checks 11255 and 11256 had been previously issued by Direct Deposit, and ACH Debit and EFT had been previously processed. Deborah Williams seconded the motion. Paul Chounet conducted a roll call vote. Ayes, in favor of, were Paul Chounet, Terri Cox, Fernando De Los Santos, Malcolm Ricci, and Deborah Williams; nays were none, and no one abstained. Motion carried.

**8. CORRESPONDENCE:**

- A. Vivian Vickery presented to the Board a packet from LAFCO containing Notice of Hearing and Agenda for June 4, 2020 and materials for the Final LAFCO Budget for FY 2020-2021.

**9. REPORTS:**

- A. **Treasurer's Report:** Vivian Vickery reported the Account Schedules as of 06/10/2020, as presented in Attachment A.

1. The Board reviewed the account schedules, and discussion followed.
2. Vivian Vickery presented the budget report for May 2020. Discussion was held.
3. Terri Cox made a motion to transfer \$10,921.75 from the General Account to the Surcharge Reserve Fund Account. Deborah Williams seconded the motion. Paul Chounet conducted a roll call vote. Ayes, in favor of, were Paul Chounet, Terri Cox, Fernando De Los Santos, Malcolm Ricci, and Deborah Williams; nays were none, and no one abstained. Motion carried. The Board requested that Ms. Vickery make the transfer online through Chase for Business.

Paul Chounet made a motion to accept the Treasurer's Report. Malcolm Ricci seconded the motion. Paul Chounet conducted a roll call vote. Ayes, in favor of, were Paul Chounet, Terri Cox, Fernando De Los Santos, Malcolm Ricci, and Deborah Williams; nays were none, and no one abstained. Motion carried.

- B. **General Manager's Report:** Vivian Vickery submitted a written report of both office and field operations to Board Members for review prior to the meeting, as presented in Attachment B. Ms. Vickery reported a customer request for water service to the islands along Caliente Avenue. Discussion was held. The Board suggested that field staff first check the water meters and water lines to determine if they are functional. Terri Cox made a motion to accept the General Manager's Report. Deborah Williams seconded the motion. Paul Chounet conducted a roll call vote. Ayes, in favor of, were Paul Chounet, Terri Cox, Fernando De Los Santos, Malcolm Ricci, and Deborah Williams; nays were none, and no one abstained. Motion carried.

**10. DISCUSSION ITEMS:**

- A. **Rehoboth #4 Water Well:** Vivian Vickery reported that Gary Kvistad of BHFS, LLP issued the General Counsel Legal Opinion letter to Noel Carolipio, SWRCB-Division of Financial Assistance. Paul Chounet reported that the Hydrogeology and Well Relocation Assessment Part II confirmed the revised location for Rehoboth #4 Water Well within the existing easement for Rehoboth #2 Water Well is suitable for construction of the well and the most advantageous location, as well as a solution to legal and landowner complications of a new easement agreement. Malcolm Ricci gave a recap of issues during negotiations of an easement agreement for the original location for Well #4. Discussion was held regarding the radius exclusion area and permit requirement for drilling a new well. Further discussion followed about the recommendation to retain Rehoboth #3 as a monitoring well. Ms. Vickery will contact James Owens of NV5 to move forward with the bid process for construction as soon as the Funding Agreement is executed by the State Water Board.
- B. **DAC Funding:** Vivian Vickery reported that the DACI Grant Amendment Request was submitted to Department of Water Resources and Regional Water Management Foundation. The amendment request allowed funding of Hydro Study Part II and Water Conservation Plan. There are remaining funds for Community Outreach that can be used for the 2020 Water Quality Report and CCR and Streamline monthly member fees. The flyer/entry form for the Logo Contest is ready for distribution. Discussion was held regarding Round 2 of DACI Funding opportunities and proposed projects for facilities and capital improvements.
- C. **GSA Report:** Paul Chounet reported that the CBGSA will hold a Public Meeting and Public Rate Hearing on June 25<sup>th</sup> for the proposed increase of the existing \$19.00 per acre-foot Groundwater Extraction Fee. Discussion was held regarding the annual cost of monitoring the Cuyama Groundwater Basin, which is estimated at \$1,000,000. The CBGSA received a grant for \$500,000, and the State paid for three test wells to collect more data on the Cuyama Basin. Discussion followed regarding the resolution for CCSD representation on the GSA Board of Directors for Director and Alternate. Vivian Vickery presented the



CCSD Board of Directors Minute Order for the appointment of Louise Draucker as Alternate, and she reported that a copy was issued to the CBGSA for the record. The Board concluded that the Minute Order provided adequate documentation of CCSD's representation. Further discussion took place regarding the operating expense of the GSA.

11. **DISCUSSION/ACTION ACTIONS:**

- A. **CCSD Water Policy:** No updates to the CCSD Water Policy were presented; therefore; no action was taken.
- B. **2020-2021 Budget:** The Public Hearing by the CCSD Board of Directors for the adoption of the proposed budget for the 2020-2021 fiscal year (July 1, 2020 – June 30, 2021) was held prior to the board meeting. There were no public comments. Deborah Williams made a motion to adopt the CCSD Annual Budget for FY 2020-2021. Terri Cox seconded the motion. Discussion was held. Paul Chounet conducted a roll call vote. Ayes, in favor of, were Paul Chounet, Terri Cox, Fernando De Los Santos, Malcolm Ricci, and Deborah Williams; nays were none, and no one abstained. Motion carried.
- C. **PG&E WWTP VFD Project:** Vivian Vickery presented to the Board the Energy Audit, Statement of Work, and Local Agency and District Customers On-Bill Financing Loan Agreement for the PG&E VFD Project for the WWTP Facility. Review was held, and discussion followed. Paul Chounet made a motion to approve the Local Agency and District Customers On-Bill Financing Loan Agreement for the PG&E VFD Project at the WWTP Facility. Deborah Williams seconded the motion. Paul Chounet conducted a roll call vote. Ayes, in favor of, were Paul Chounet, Terri Cox, Fernando De Los Santos, Malcolm Ricci, and Deborah Williams; nays were none, and no one abstained. Motion carried.
- D. **Future Agenda Items:** The Board requested a presentation by Quail Springs Permaculture of services for Project 4.4 and Project 5.2, as outlined in the Professional Services Agreement of May 5, 2020. The Board will consider approval of the first reading of updates to the CCSD Water Policy.

There were no Public Comments on Closed Session items.

12. **CLOSED SESSION:**

The Board went into Closed Session at 8:15 p.m.

Per the written record by Paul Chounet:


The Board came out of Closed Session and reconvened the meeting in open session at 9:24 p.m.

- A. **Public Employee Performance Evaluation (54957): General Manager.** Discussion was held. No action was taken.

13. **ADJOURNMENT:**

Per the written record by Paul Chounet:

Terri Cox made a motion to adjourn the meeting at 9:25 p.m. Fernando De Los Santos seconded the motion. Paul Chounet conducted a roll call vote. Ayes, in favor of, were Paul Chounet, Terri Cox, Fernando De Los Santos, Malcolm Ricci, and Deborah Williams; nays were none, and no one abstained. Motion carried.

  
Vivian Vickery, Recording Secretary