

# VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

3745 Constellation Road • Vandenberg Village • Lompoc, CA 93436  
Telephone: (805) 733-2475 • Fax: (805) 733-2109



## REGULAR MEETING

Tuesday, November 6, 2018

7:00 p.m.

## AGENDA

*Teleconference Notice:* Pursuant to Government Code Section 54953(b) the Board meeting will include teleconference participation by Director Anthony Fox from: 190 Oakmont Avenue, Lompoc, CA.

*This Agenda will be posted at the teleconference location, Public comment from this address shall be allowed pursuant to Government Code Section 54953.3*

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL: Directors Blair, Brooks, Bumpass, Fox, and Wyckoff
3. ADDITIONS AND DELETIONS TO AGENDA
4. PUBLIC FORUM

The Board will invite public comment on each action item as it is considered during the meeting.

At this time members of the public wishing to address the Board on other matters that are within the jurisdiction of the District may do so when recognized by the President. Please begin by stating your name and place of residence.

5. OPERATIONS REPORT
6. ADMINISTRATIVE REPORT
7. CONSENT CALENDAR

A. Minutes of the Special Meeting on September 11, 2018..... page 1

B. Treasurer Report

- 1) Monthly Financials ..... page 9
- 2) Disbursements through October 31, 2018 ..... page 15
- 3) Schedule of Investments..... page 35

8. ACTION ITEMS

- A. **Annual Audit:** Consider accepting the FY 2017-18 annual audit report from Moss, Levy & Hartzheim, LLP..... page 37
- B. **Floradale Bridge:** Update from Lompoc Assistant Public Works Director/City Engineer Mike Luther replacing the Vandenberg Village Interceptor sewer line in conjunction with the bridge replacement project (no board package material)
- C. **Management Compensation:** Consider increasing the salaries of the Operations & Maintenance Manager and Administrative Services Manager..... page 39
- D. **Holiday Closure:** Consider closing the District Office December 24 through January 1 ..... page 43
- E. **December Board Meetings:** Consider canceling the December 4 regular meeting and scheduling a special meeting on December 12 ..... page 45

9. REPORTS

- A. Committees
- B. District Representatives to External Agencies
- C. Board President
- D. General Manager

10. INFORMATIONAL CORRESPONDENCE

U.S. Drought Monitor: California, October 30, 2018..... page 47

11. DIRECTORS FORUM: Any member of the Board may address the Board on any subject within the jurisdiction of the District.

12. CLOSED SESSION: Discuss the General Manager's working relationship with the Board, performance, salary, benefits, and term in accordance with his employment agreement.

13. OPEN SESSION: Announce and take any action resulting from closed session discussions about the General Manager.

14. ADJOURN

*NOTICE: The Board of Directors of the Vandenberg Village Community Services District will meet at the District Office Conference Room, 3745 Constellation Road, Vandenberg Village, in compliance with §54954.2 of the Government Code of the State of California.*

*If you need reasonable accommodations due to a disability, please contact the Board Secretary 24 hours prior to the meeting at (805) 733-2475.*

*Please silence all cell phones during the meeting, as a courtesy to others.*

*Board package is available at the Vandenberg Village Public Library and on the District's website at <http://www.vvcasd.org>.*



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## MINUTES Special Meeting

September 11, 2018

### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:00 p.m. by President Brooks who led the Pledge of Allegiance.

2. ROLL CALL: Directors Blair, Brooks, Bumpass and Wyckoff were present. Director Fox was absent.

### OTHERS PRESENT

Joe Barget, General Manager; Cynthia Allen, Administrative Services (AS) Manager; Mike Garner, Operations & Maintenance (O&M) Manager; and eight members of the public.

### 3. ADDITIONS AND DELETIONS TO AGENDA

General Manager Barget said a time sensitive amendment to extend the Test Well License Agreement was received from Santa Barbara County and asked it be added to the agenda.

**Motion by Director Blair, seconded by Director Wyckoff to add Test Well Drilling License Agreement to the Agenda as Item 8.E**

**Ayes: Directors Blair, Brooks, Bumpass, and Wyckoff**  
**Noes: None**  
**Abstain: None**  
**Absent: Director Fox**

### 4. PUBLIC FORUM

President Brooks opened the public forum at 7:02 p.m.

Jon Picciuolo, 445 Oakhill Terrace complimented the board and staff on the new office building.

President Brooks closed the public forum at 7:03 p.m.

## 5. OPERATIONS REPORT

O&M Manager Garner reported the District pumped 42 million gallons of water for the month of August. This was 8 percent less than last year. Vandenberg Village received no rain in August, total for the year remains at 8.7 inches.

Well levels (below ground surface) for March were 1B-144', 3A-141', and 3B-137'.

The District's triennial lead and copper results came in with copper ranging between .085-.74 parts per million (ppm) which is less than the 1.3 ppm standard. Lead was non-detected for 19 homes. One home had 6.7 parts per billion (ppb) of lead but this is less than the 15 ppb standard. O&M Manager Garner furnished test results to the state.

O&M Manager Garner gave a PowerPoint presentation showing the Well 3B rehabilitation project. Fisher Pump reinstalled Well 3B with new bowls and inner-column shaft. The well was placed back into service on August 24. Production increased from 630 gallons per minute (gpm) with 201 feet of drawdown, to 820 gpm with 213 feet of drawdown. The cost for the project was \$50,000. Fisher Pump will start removing Well 3A this week.

O&M Manager Garner is receiving quotes for valves and hydrant parts for this year's replacement programs. The schedule is to get bids from contractors at the end of October.

There was a power outage on August 20 at Lift Station 4 from 10:00 p.m. until 4:00 a.m. Manny Perez was on call and set up the generator and monitored the station until power was restored.

The field crew repaired two polybutylene service lines and three angle shut-offs in August. There were no sewer system overflows to report.

To conclude his report, O&M Manager Garner said there were two anniversaries during the month of August. Jeff Cole celebrated 16 years on August 5 and Joe Barget celebrated 14 years on August 16. A.J. Rea passed his California Water Environment Association collections 2 test.

## 6. ADMINISTRATION REPORT

AS Manager Allen gave a PowerPoint presentation illustrating the need for the new administrative office and the remodel project. The presentation showed before remodeling, during construction, and final pictures. She said there will be a ribbon cutting ceremony on Monday, September 17 at 3:00 p.m. and distributed the brochure to Directors.

## 7. CONSENT CALENDAR

A. Minutes from the Regular Meeting August 7, 2018

B. Treasurer Report

Disbursements through August 31, 2018

**Motion by Director Blair, seconded by Director Bumpass to accept the consent calendar as presented.**

**Ayes: Directors Blair, Brooks, Bumpass, and Wyckoff**  
**Noes: None**  
**Abstain: None**  
**Absent: Director Fox**

## 8. ACTION ITEMS

### A. Farmers Market

Shelby Wild, Manager and Operator of the Village Farmers Market Association (VFMA) gave a PowerPoint presentation illustrating what she envisions could be a partnership with VVCSD.

Katherine Stewart, 4475 Titan Avenue asked if VFMA uses the District's property would there be a cost to the District for insurance. Ms. Wild said there would be no cost.

Director Blair asked why the VFMA stopped? Joseph Heuring, VFMA Board Member, said the staff became burned out after seven years of committed Sundays, and compliance issues was the breaking point.

Director Bumpass asked the General Manager for his thoughts. General Manager Barget emphasized the District is in the water and sewer business. If the Directors support VFMA use of the parking lot and sidewalks, the District should probably develop a written document similar to a license agreement with VFMA. When staff is asked to entertain ideas like this, it takes staff time and other resources away from the District's mission of providing water and sewer services.

Steve Heuring, VVA President and Chairman of the Park and Playground Coalition, said VVCSD location would be temporary until the park and playground on Constellation is completed within the next year.

O&M Manager Garner said what guarantees that no VVCSD staff would be called out on a Sunday. He understands this is a Board decision, but doesn't want to see any damage to the building, plants, or sprinklers.

Director Wyckoff said he does not endorse VFMA using the parking lot and sidewalk.

Jon Picciuolo suggested the Directors look at the big picture. There has been some pushback from the community about money spent on the new office and feels anything to raise public relations is a good idea. If the District supports the VFMA the community would be more accepting of the money spent on the building.

Katherine Stewart asked if the county charged VFMA a fee to use Burton Mesa Boulevard for the market. Joseph Heuring said the cost was \$100 annually. He expressed concern while closing the street to traffic, not all vehicles yielded to the barricades and some still drove through the market.

Emily Casarez, Director of Community Health with the Lompoc Valley Food Coalition, received a \$38,000 grant from the Santa



Barbara Foundation. These grants are used for health education and partner with the non-profit supporting the VFMA.

President Brooks agreed with O&M Manager Garner's concerns about VVCS D staff being called out on Sundays. He disagreed with Mr. Picciuolo about needing to partner with VFMA because of pushbacks from the community.

**Motion by Director Brooks, seconded by Director Bumpass to create an ad hoc committee, consisting of Director Bumpass, Director Blair and O&M Manager Garner to meet and discuss the VFMA use of the District parking lot and walkways.**

**Ayes: Directors Blair, Brooks, Bumpass, and Wyckoff  
Noes: None  
Abstain: None  
Absent: Director Fox**

#### **B. Oak Hills Estates**

**Motion by Director Brooks, seconded by Director Blair to issue a can and will serve letter to Oak Hills Estate, LLC, for the Oak Hills Estate residential development**

**Ayes: Directors Blair, Brooks, Bumpass, and Wyckoff  
Noes: None  
Abstain: None  
Absent: Director Fox**

#### **C. Sustainable Groundwater Management Act (SGMA)**

**Motion by Director Blair, seconded by Director Brooks to affirm the Western Management Area Groundwater Sustainability Committee's decision and agree to share the costs to develop a Groundwater Sustainability Plan and other SGMA expenses based on weighted vote, and to direct the District's representative to approve the weighted-vote cost share and to adopt the attached Conflict of Interest Code for the agency**

**Ayes: Directors Blair, Brooks, Bumpass, and Wyckoff  
Noes: None**

**Abstain: None**  
**Absent: Director Fox**

**D. Lift Station #1**

**Motion by Director Wyckoff, seconded by Director Blair to find the Lift Station #1 Replacement Project is categorically exempt from the California Environmental Quality Act and direct General Manager to execute Notice of Exemption.**

**Ayes: Directors Blair, Brooks, Bumpass, and Wyckoff**  
**Noes: None**  
**Abstain: None**  
**Absent: Director Fox**

**E. First Amendment to Test Well Drilling License Agreement**

**Motion by Director Brooks, seconded by Director Wyckoff to approve a three-year extension, expiring on September 13, 2021, to the test well agreement between the County of Santa Barbara and Vandenberg Village Community Services District.**

**Ayes: Directors Blair, Brooks, Bumpass, and Wyckoff**  
**Noes: None**  
**Abstain: None**  
**Absent: Director Fox**

**9. REPORTS**

**A. Committees**

Water/Wastewater Committee met on August 16 and discussed the item on this agenda.

**B. District Representatives to External Agencies**

Director Blair, General Manager Barget and O&M Manager Garner attended the Santa Barbara County Special District Association dinner/meeting on August 27 in Buellton at the Firestone Tap Room. The guest speaker was Supervisor Peter Adams.

### C. President

President Brooks thanked AS Manager Allen for shepherding the new office project and thanked General Manager Barget for his work.

### D. General Manager Report

General Manager Barget said he will be on vacation September 20-21 before traveling September 24 to Indian Wells for the California Special District Association Conference with Director Blair.

Brian Sanders, Region 5 Representative with Association of California Water Agencies will be meeting with O&M Manager Garner and Director Brooks on September 20 at the District office.

To conclude his report, General Manager Barget said he contacted the sheriff department, and there will be a deputy present at the ribbon-cutting ceremony on September 17. Unless the audit is ready to present to the Board in October, he suggested canceling the regular board meeting. All Directors present were in favor of canceling the October Regular Board Meeting.

General Manager Barget introduced Ron Stassi, with the committee to enhance the entrance to Clubhouse Road. He gave a brief update about a meeting with The Mission Club, Vandenberg Village Association, Lions Club, Rotary Club, and VVCSD. All of the organizations are planning to donate time and money to rebuilding the entrance wall and conceptual plans are complete.

## 10. INFORMATIONAL CORRESPONDENCE

US Drought Monitor-California, September 4, 2018

## 11. DIRECTORS FORUM

Director Blair thanked the staff for their work.

Director Bumpass thanked AS Manager Allen for her work on the new office building and General Manager Barget for his work.

Director Brooks thanked the entire staff for their work and said he is in favor of the farmers market and looking forward to hearing from the ad hoc committee with their recommendations.

12. **CLOSED SESSION:** The Board convened into closed session at 8:55 p.m. to discuss the General Manager's working relationship with the Board, performance, salary, and benefits, and term in accordance with his employment agreement.
13. **OPEN SESSION:** The Board reconvened into open session at 9:35 p.m. and the following actions were taken.

**Motion by Director Bumpass, seconded by Director Blair to extend the General Manager's employment agreement for one additional year, until August 15, 2019; and provide a merit increase of 2 percent to salary, effective September 2, 2018.**

**Ayes: Directors Blair, Brooks, Bumpass, and Wyckoff**  
**Noes: None**  
**Abstain: None**  
**Absent: Director Fox**

14. **ADJOURN**

**President Brooks declared the meeting adjourned at 9:40 p.m.**

**Attest:**

**Signed:**

\_\_\_\_\_  
**Stephanie Garner**  
**Secretary, Board of Directors**

\_\_\_\_\_  
**Christopher C. Brooks**  
**President, Board of Directors**

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT  
 Combined Balance Sheet  
 As of September 30, 2018

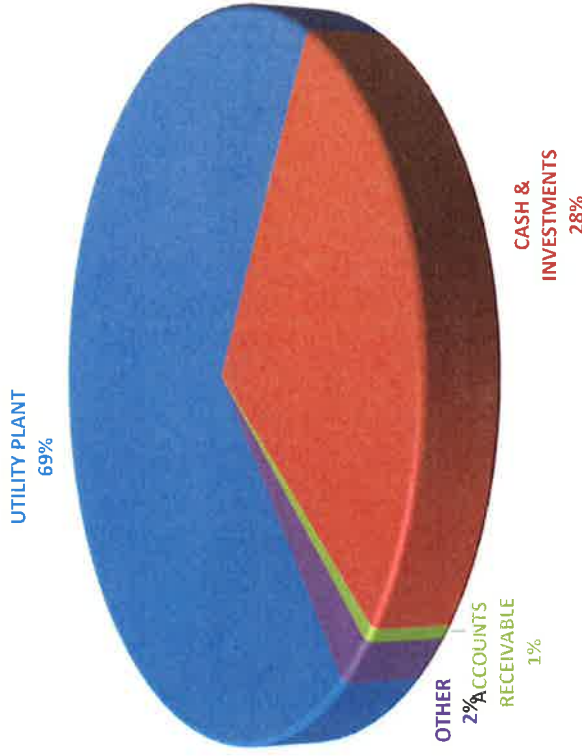
	2019 FYTD	FYE 2018	CHANGE
<b>ASSETS</b>			
UTILITY PLANT	\$23,121,950	\$23,144,704	(\$22,754)
CASH & INVESTMENTS	9,589,409	\$9,560,053	29,356
ACCOUNTS RECEIVABLE	217,432	\$235,116	(17,684)
OTHER	782,928	\$849,222	(66,294)
TOTAL ASSETS	\$33,711,719	\$33,789,095	(\$77,376)
<b>DEFERRED OUTFLOWS OF RESOURCES-PENSIONS</b>	\$523,656	\$523,656	\$0
<b>TOTAL ASSETS &amp; DEFERRED OUTFLOWS</b>	<b>\$34,235,375</b>	<b>\$34,312,751</b>	<b>(\$77,376)</b>

<b>LIABILITIES</b>			
CURRENT LIABILITIES	\$343,321	\$358,309	(\$14,988)
UNEARNED REVENUE	139,865	\$139,865	0
LONG TERM DEBT- LRWRP UPGRADE PROJECT	7,341,326	\$7,341,326	0
NET PENSION LIABILITY	1,268,715	\$1,268,715	0
TOTAL LIABILITIES	\$9,093,227	\$9,108,215	(\$14,988)

<b>DEFERRED INFLOWS OF RESOURCES-PENSIONS</b>	\$43,647	\$43,647	\$0
<b>EQUITY</b>			
CONTRIBUTED CAPITAL	\$6,501,834	\$6,517,954	(\$16,120)
EQUITY	18,499,382	\$18,483,261	16,121
CURRENT EARNINGS	97,285	\$159,674	(62,389)
TOTAL EQUITY	\$25,098,501	\$25,160,889	(\$62,388)

<b>TOTAL LIABILITIES, DEFERRED INFLOWS &amp; EQUITY</b>	<b>\$34,235,375</b>	<b>\$34,312,751</b>	<b>(\$77,376)</b>
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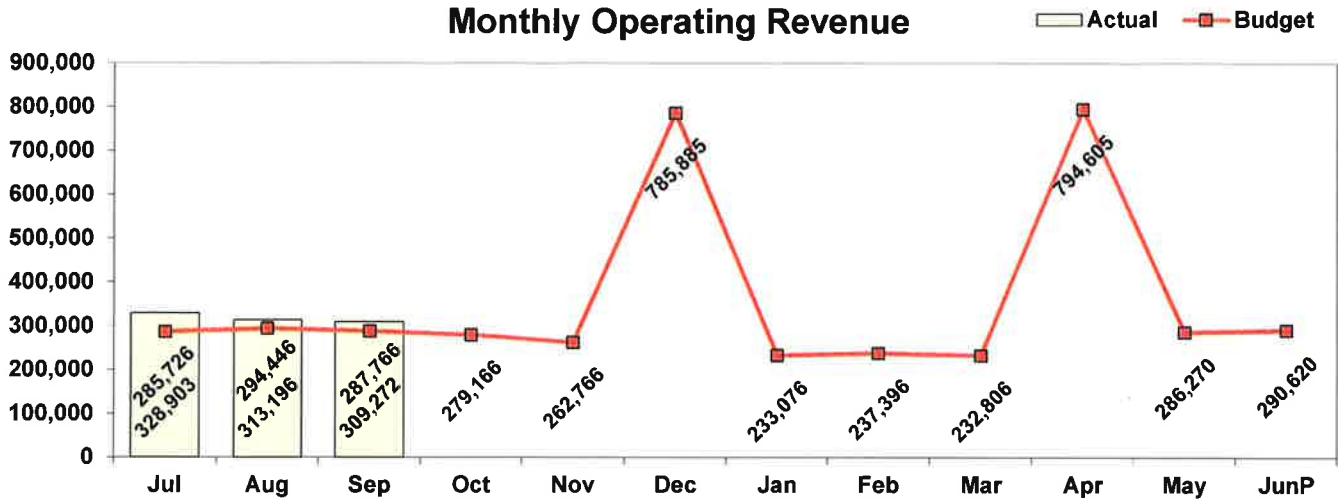
**ASSETS**



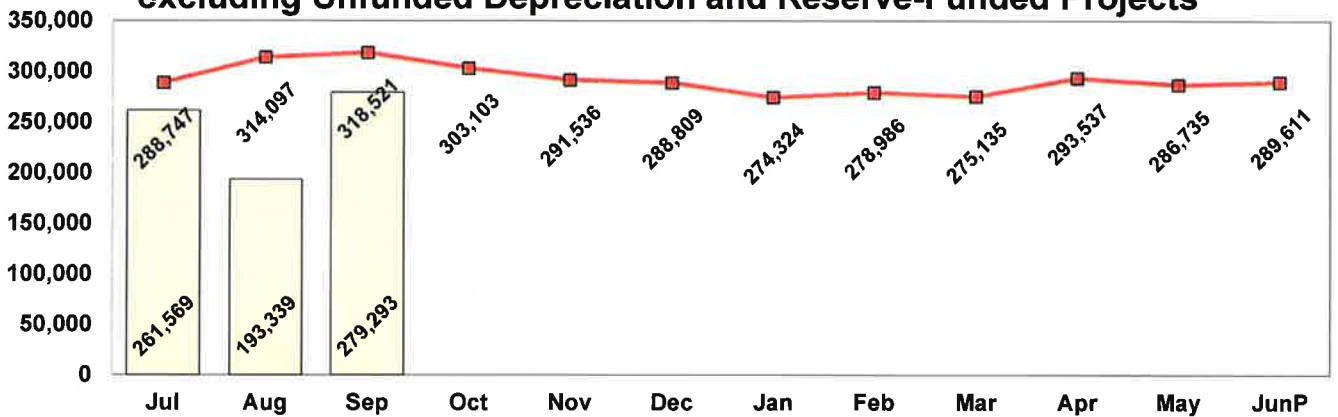


## Operating Revenue and Expenses Vandenberg Village Community Services District July 1, 2018 to June 30, 2019

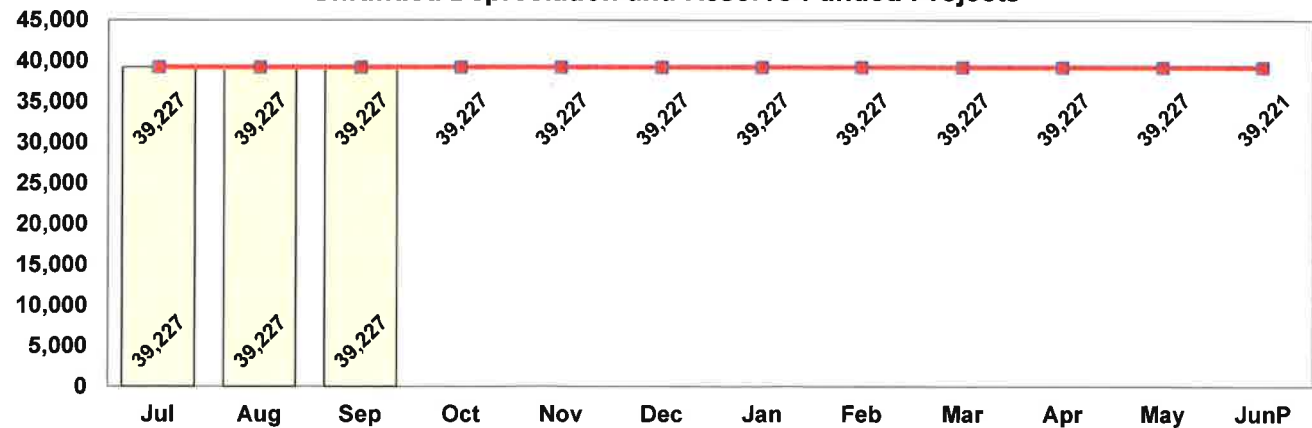
### Monthly Operating Revenue



### Monthly Operating Expense excluding Unfunded Depreciation and Reserve-Funded Projects



### Monthly Operating Expense Unfunded Depreciation and Reserve-Funded Projects



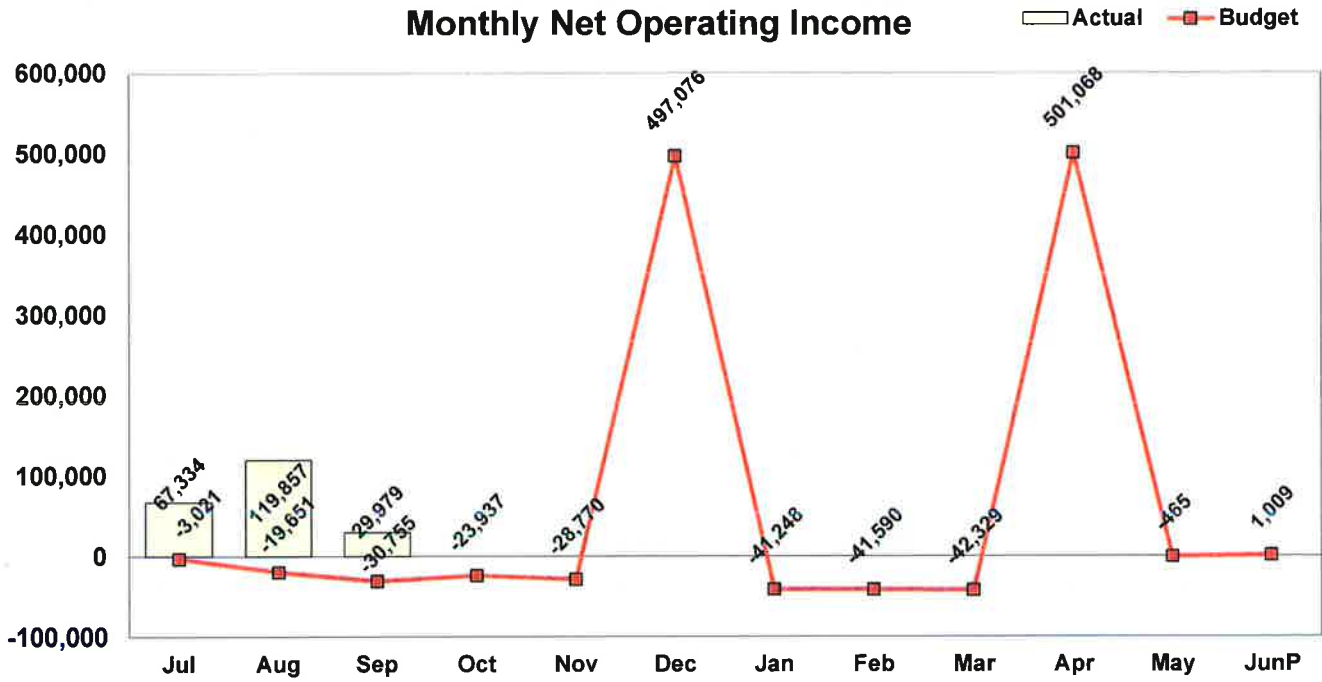
Note: The LRWRP Upgrade depreciation basis has been changed per Moss, Levy & Hartzheim, LLP (auditors).

# Operating Income

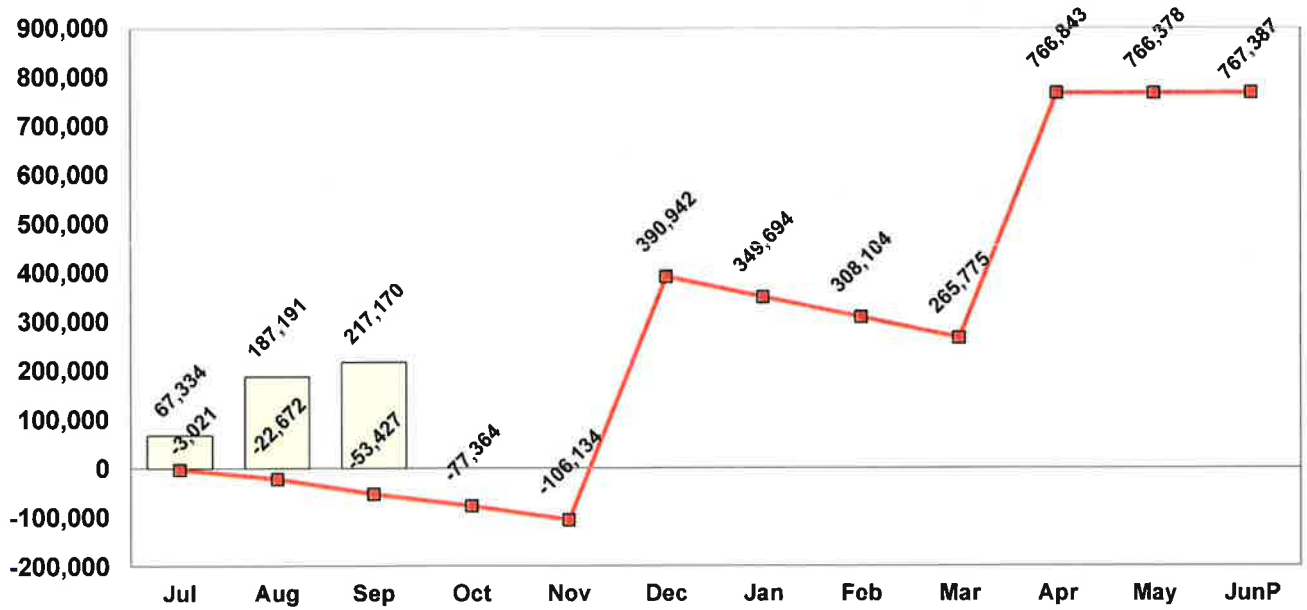
## Vandenberg Village Community Services District

July 1, 2018 to June 30, 2019

### Monthly Net Operating Income



### YTD Net Operating Income

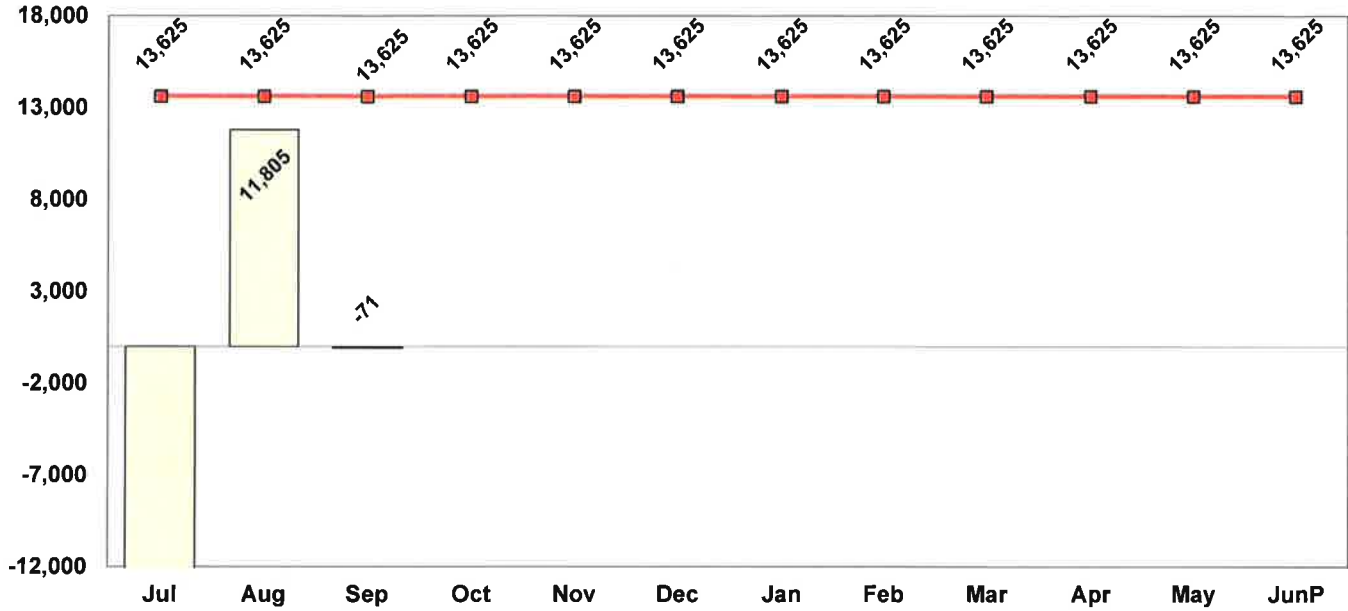




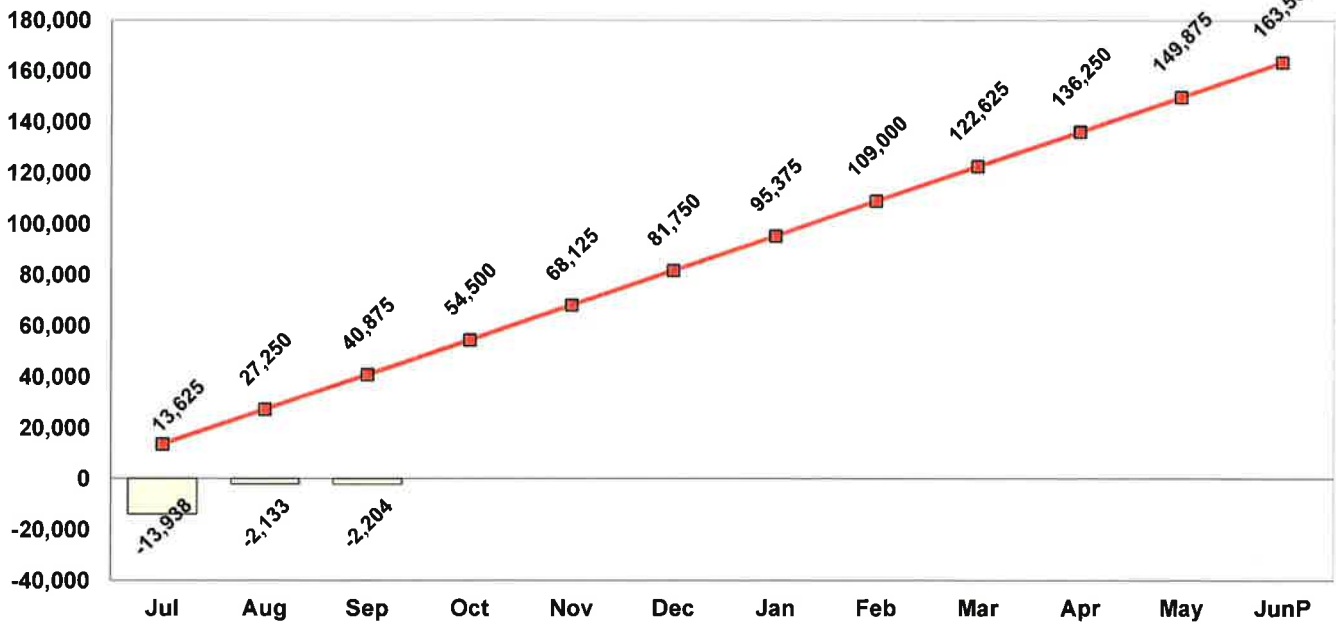
## Non-Operating Income Vandenberg Village Community Services District July 1, 2018 to June 30, 2019

### Monthly Net Non-Operating Income

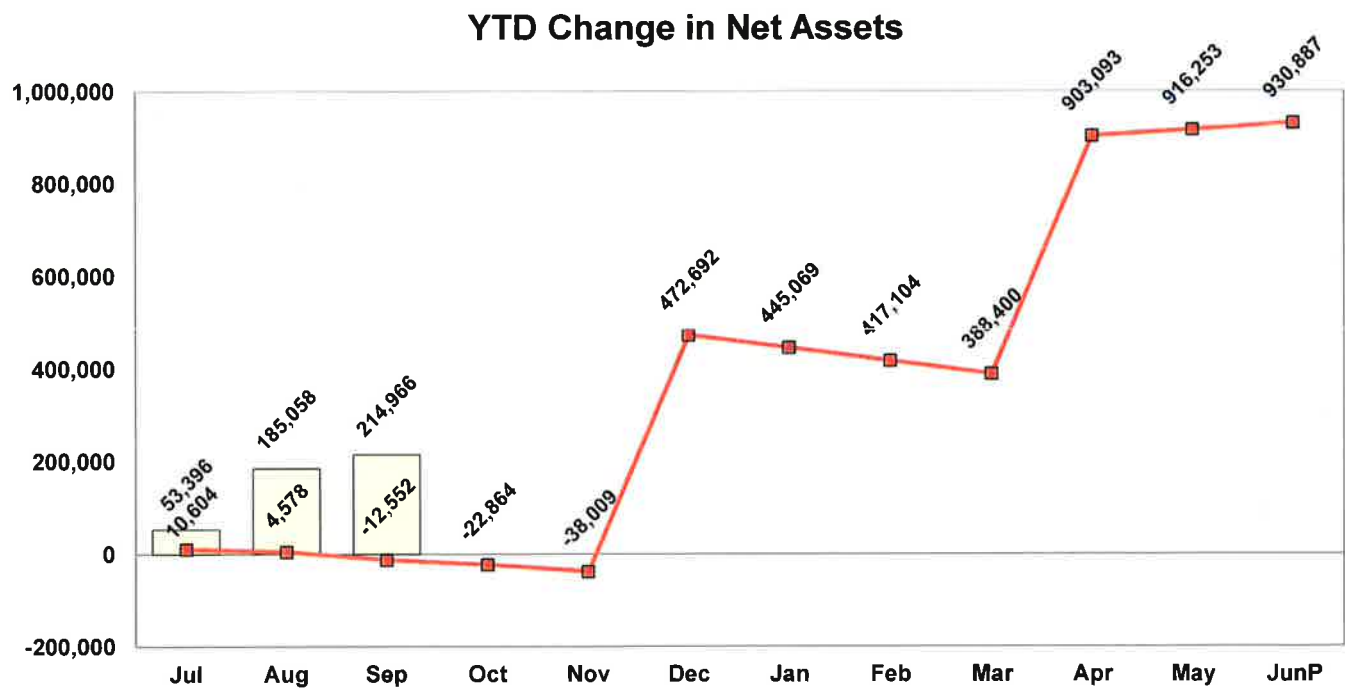
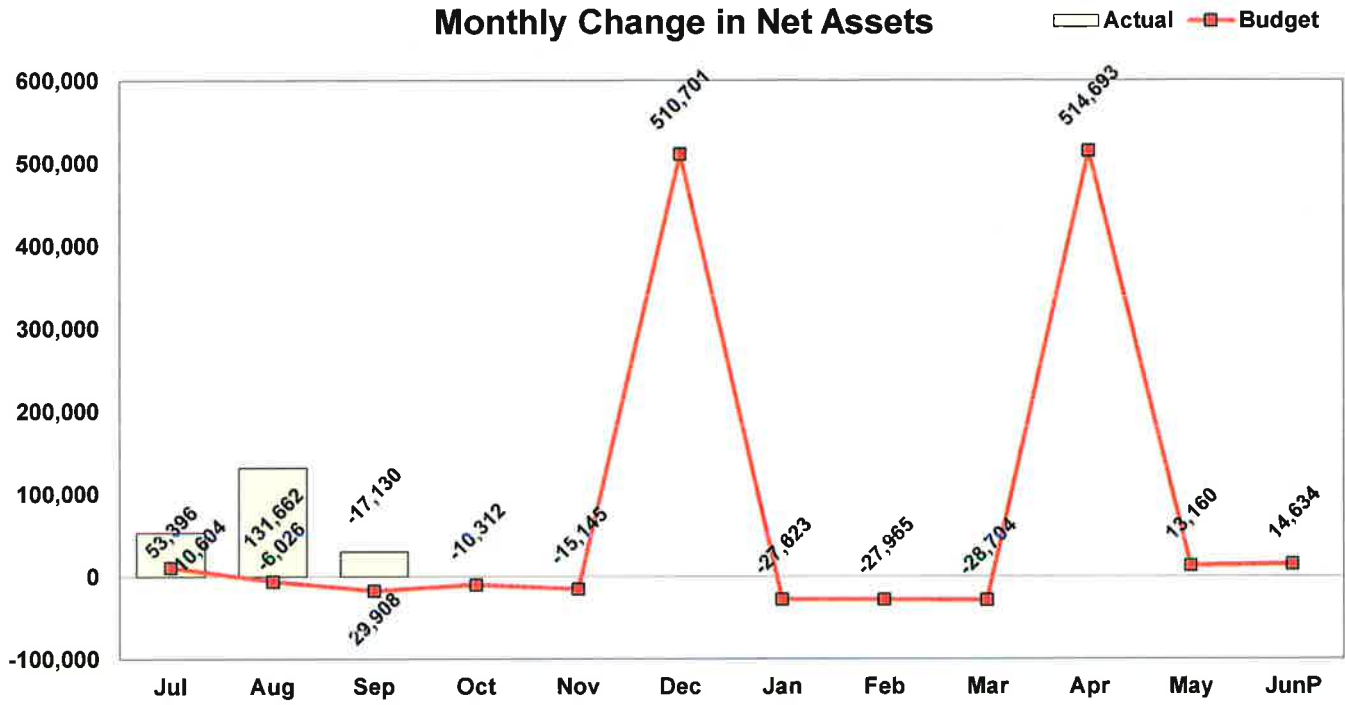
□ Actual    ■ Budget



### YTD Net Non-Operating Income



## Change in Net Assets Vandenberg Village Community Services District July 1, 2018 to June 30, 2019



Note: Restricted revenue, \$0 in Connection Fees, has also been received this fiscal year.

# VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

Disbursement # 11-18 From 09/01/2018 To 09/30/2018  
 Board Meeting Date 11/06/2018 Item: 7B.2

Accounts Payable Amount \$227,783.42

Check Numbers 25837-25908

Void Checks none

Electronic Vendor Payment Amount \_\_\_\_\_

Confirmation Numbers \_\_\_\_\_

A/P Hand Check Amount \_\_\_\_\_

Check Numbers \_\_\_\_\_

Payroll Amount \$80,212.82

Check Numbers \_\_\_\_\_

electronically transferred

Wire Transfers \_\_\_\_\_

Wire Numbers \_\_\_\_\_

Disbursements/Investments

A/P Checks 227,783.42

Electronic Vendor Payments 0.00

A/P Hand Checks 0.00

Payroll 80,212.82

Investments 0.00

**TOTAL** \$307,996.24



REPORT.: Sep 28 18 Friday  
 RUN . . . Sep 28 18 Time: 15:15  
 Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD  
 Cash Disbursement Detail Report  
 Check Listing for 09-18 Bank Account.: 13100

PAGE: 001  
 ID #: PY-DP  
 CTL.: VAN

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
025837	09/06/18	ARA01	ARAMARK UNIFORM SERV. INC.	176.72	.00	176.72	533567927	SHOP TOWELS 8/16/18
				114.33	.00	114.33	533602359	CONTINUOUS TOWELS 8/30/18
			Check Total.....:	291.05	.00	291.05		
025838	09/06/18	BAN03	BANK OF AMERICA	699.00	.00	699.00	68220818	REGISTRATION-ACWA CONFERE NCE-BROOKS
025839	09/06/18	BLA01	CHARLES BLAIR	21.80	.00	21.80	B80904	MILEAGE REIMB-SBCSDA MEET ING-BLAIR
025840	09/06/18	CIR01	CIRGIS, INC.	375.00	.00	375.00	4465	GIS MAPS
025841	09/06/18	COM03	COMCAST	288.76	.00	288.76	10520818	INTERNET, CABLE, VOICE-OFFI CE 8/20/18-9/19/18
				165.21	.00	165.21	39390818	INTERNET, BASIC CABLE-OFFI CE 8/22/18-9/21/18
			Check Total.....:	453.97	.00	453.97		
025842	09/06/18	COR01	CORBIN WILLITS SYSTEM INC	724.77	.00	724.77	B808151	SERVICE AND ENHANCEMENT F EE 9/18
025843	09/06/18	COR04	CORE & MAIN LP	10.48	.00	10.48	I954813	FREIGHT FOR ENCODER CROSS SHIPMENT
				1591.62	.00	1591.62	J359042	3" OCTAVE METER FOR VILLA GE MARKET
				252.14	.00	252.14	J359059	ENCODER FOR OCTAVE METER FOR VILLAGE MARKET
			Check Total.....:	1854.24	.00	1854.24		
025844	09/06/18	COV01	COVERALL MOUNTAIN & PACIF	160.00	.00	160.00	553152262	JANITORIAL SERVICE 9/18
025845	09/06/18	FER01	FERGUSON ENTERPRISES INC	392.91	.00	392.91	6404673	FLARING TOOLS
				290.93	.00	290.93	6404941	DRAIN RINGS FOR HYDRANTS
			Check Total.....:	683.84	.00	683.84		
025846	09/06/18	GLO02	GLOBAL EQUIPMENT COMPANY	1116.52	.00	1116.52	113076740	MAP CABINETS FOR 3745 CON STELLATION RD.
025847	09/06/18	HAC01	HACH COMPANY	54.72	.00	54.72	11095690	WIPERS FOR TU5300 TURBIDI TY METER
				18.20	.00	18.20	11096693	CHLORINE REAGENT
			Check Total.....:	72.92	.00	72.92		
025848	09/06/18	HEA01	HEALTH SANITATION SERVICE	122.93	.00	122.93	30030818	TRASH COLLECTION-SHOP 8/1

REPORT: Sep 28 18 Friday  
 RUN: Sep 28 18 Time: 15:15  
 Run By: PATTY LECAVALIER

VANDENBERG VILLAGE CSD  
 Cash Disbursement Detail Report  
 Check Listing for 09-18 Bank Account.: 13100

PAGE: 002  
 ID #: PY-DP  
 CTL.: VAN

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information-Description
025848	09/06/18	HEA01	HEALTH SANITATION SERVICE	40.98	.00	40.98	50080818	TRASH COLLECTION-3757 CON STELLATION RD.8/18
Check Total.....:				163.91	.00	163.91		
025849	09/06/18	LOM01	CITY OF LOMPOC, FINANCE	39011.79	.00	39011.79	101202	7/18 M&O
025850	09/06/18	LOU01	LOUIE'S CENTRAL COAST MOV	810.00	.00	810.00	B80906	MOVE FILE CABINETS TO 374 5 CONSTELLATION RD.
025851	09/06/18	MIL01	MILLER LANDSCAPING AND MA	290.00	.00	290.00	52903	YARD MAINTENANCE-3757/374 5 CONSTELLATION RD. 8/18
025852	09/06/18	PGE01	PACIFIC GAS & ELECT. INC.	26201.29	.00	26201.29	68720818	PGE CHARGES 7/17/18-8/15/18
025853	09/06/18	RAV01	RAVATT ALBRECHT & ASSOCIA	3733.16	.00	3733.16	0718-602	3745 CONSTELLATION RD-ARC HITECTURE SERVICES 7/18
025854	09/06/18	SMI04	SMITHS ALARMS & ELECTRONI	1717.45	.00	1717.45	8322	ALARM SYSTEM-3745 CONSTEL LATION RD.-PO#1643
025855	09/06/18	SOU01	SO.CALIFORNIA GAS CO.INC.	50.71	.00	50.71	79000818	SO.CALIF GAS-WELL 1B 7/23 /18-8/22/18
				22.67	.00	22.67	84000818	SO.CALIF GAS-3757 CONSTEL LATION RD.7/23/18-8/22/18
				16.88	.00	16.88	84180818	SO.CALIF GAS-3745 CONSTEL LATION RD.7/19/18-8/20/18
Check Total.....:				90.26	.00	90.26		
025856	09/06/18	TIM01	TIM'S PRO REPAIR	459.00	.00	459.00	B80905	RETRACTABLE WINDOW SCREEN -3745 CONSTELLATION RD.
025857	09/06/18	UND01	UNDERGROUND SERVICE ALERT	24.85	.00	24.85	820180770	USA TICKETS 8/18
025858	09/06/18	VAL04	VALLEY ROCK READY MIX, IN	296.85	.00	296.85	18-11279	SLURRY-PB REPLACE-4467/44 71 TITAN AVE.
025859	09/06/18	\A002	ISRAEL ABENSUR	83.39	.00	83.39	000B80801	CUSTOMER REFUND-ABE0003-5 62 PALOMAR CIR.
025860	09/06/18	\A003	RAY & BRENDA ALCAMO	11.11	.00	11.11	000B80801	CUSTOMER REFUND-ALC0001-3 827 JUPITER AVE.
025861	09/06/18	\C021	CAMACHO, YANEISY N.	45.55	.00	45.55	B80904	CUSTOMER REFUND-CAMACHO, Y -4425 PALCON DR.
025862	09/06/18	\E002	EBBERT'S REALTY	68.51	.00	68.51	000B80801	CUSTOMER REFUND-EBB0068-2 43 ALDEBARAN AVE.

REPORT.: Sep 28 18 Friday  
 RUN...: Sep 28 18 Time: 15:15  
 Run By.: PATY LECAVALIER

VANDENBERG VILLAGE CSD  
 Cash Disbursement Detail Report  
 Check Listing for 09-18 Bank Account.: 13100

PAGE: 003  
 ID #: PY-DP  
 CTL.: VAN

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
025863	09/06/18	\H004	SHARYN K. HOLMES	70.58	.00	70.58	000B80801	CUSTOMER REFUND-HOL0029-1 62 OAKHILL DR.
025864	09/06/18	\K004	JANIS KNOX	24.38	.00	24.38	000B80801	CUSTOMER REFUND-KNO0003-4 438 TITAN AVE.
025865	09/06/18	\L011	RAYMOND T. LADD	123.24	.00	123.24	000B80801	CUSTOMER REFUND-LAD0004-2 4 STANFORD CIR.
025866	09/06/18	\M003	KRYSTLE MIZE	17.06	.00	17.06	000B80801	CUSTOMER REFUND-MIZ0001-4 476 LIBRA DR.
025867	09/06/18	\R008	JAIIME T. ROBINSON	18.57	.00	18.57	000B80801	CUSTOMER REFUND-ROB0063-3 956 AGENA WAY
025868	09/17/18	SAN18	SANTA BARBARA COUNTY SDA	40.00	.00	40.00	B80914	SBCSDA DINNER/MEETING-BAR GET
025869	09/22/18	ACE01	ACECO EQUIPMENT CO., INC.	85.40	.00	85.40	154696	RENT AUGER TO INSTALL FEN CE-3745 CONSTELLATION RD.
025870	09/22/18	ACW03	ACWA JOINT POWERS INSURAN	12864.22	.00	12864.22	0572808	GROUP MEDICAL,DENTAL,VISI ON,LIFE,EAP 10/18
025871	09/22/18	BRE01	BREMER AUTO PARTS	392.13	.00	392.13	813706	DUMP TRUCK MAINTENANCE PA RTS
				43.23	.00	43.23	813856	DUMP TRUCK MAINTENANCE PA RTS
				308.31	.00	308.31	813927	DUMP TRUCK MAINTENANCE PA RTS
				63.34	.00	63.34	814192	DUMP TRUCK MAINTENANCE PA RTS
				55.76	.00	55.76	818299	HOSE ENDS FOR HARBEEN,LIGH TBULBS FOR TRUCKS
Check Total.....:				862.77	.00	862.77		
025872	09/22/18	CAL21	CALIFORNIA STATE LANDS CO	525.03	.00	525.03	A8013	SLC PROJECT CHARGES 6/18
025873	09/22/18	CHE02	CHEVRON & TEXACO BUSINESS	1318.19	.00	1318.19	54217814	314.6 GALS FUEL
025874	09/22/18	CLS01	CLINICAL LABS OF SAN	710.00	.00	710.00	964449	LEAD/COPPER,BACTERIA,PHYS ICAL,IRON,MANGANESE TESTS
025875	09/22/18	COR01	CORBIN WILLITS SYSTEM INC	724.77	.00	724.77	B809151	SERVICE AND ENHANCEMENT F EE 10/18
025876	09/22/18	COR04	CORE & MAIN LP	372.10	.00	372.10	J450241	ENCODERS FOR OCTAVE METER S (QTY 3)

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025877	09/22/18	CWE04	CWEA	92.00	.00	92.00	94211118	COLLECTION 2 RENEWAL-LEVI NGSTON #2909421
025878	09/22/18	FIS01	FISHER PUMP & WELL SVC, I	48921.00	.00	48921.00	5711	WELL 3B-100HP PUMP-PULL, T REAT, COLUMN, BOWL, RESET
025879	09/22/18	FRO01	FRONTIER	90.80	.00	90.80	23850918	FRONTIER 733-2475/2109 9/13/18-10/12/18
				249.62	.00	249.62	43050918	FRONTIER 733-3615/3975/SC ADA 9/13/18-10/12/18
Check Total.....				340.42	.00	340.42		
025880	09/22/18	HOL01	HOLLOWAY'S PLUMBING, INC.	70.00	.00	70.00	720303	BACKFLOW TEST
025881	09/22/18	HOM02	HOME DEPOT	2020.34	.00	2020.34	10020818	OVEN, IRRIG, SAFETY RAIL, CO NDUIT-3745 CONSTELLATION
025882	09/22/18	HON01	THE HON COMPANY LLC	27978.98	.00	27978.98	323969	FURNITURE FOR 3745 CONSTE LLATION RD-PO#1637
				3673.20	.00	3673.20	323984	FURNITURE FOR 3745 CONSTE LLATION RD-PO#1637
Check Total.....				31652.18	.00	31652.18		
025883	09/22/18	IRO01	IRON MOUNTAIN	108.04	.00	108.04	AFEL973	DOCUMENT SHREDDING SERVIC E 7/25/18-8/25/18
025884	09/22/18	LOM01	CITY OF LOMPOC, FINANCE	20.80	.00	20.80	101339	LANDFILL CHARGES 8/18
025885	09/22/18	LOM11	LOMPOC PHONE & COMPUTER	161.63	.00	161.63	13237	PHONE FOR 3745 CONSTELLAT ION RD. FRONT DESK
025886	09/22/18	MIS01	MISSION PAVING, INC.	500.00	.00	500.00	3796	ASPHALT REPAIR-4387 RIGEL AVE.
				500.00	.00	500.00	3839	ASPHALT REPAIR-4467 TITAN AVE.
				1000.00	.00	1000.00	3841	ASPHALT REPAIR-FALCON DR.
Check Total.....				2000.00	.00	2000.00		
025887	09/22/18	MOR01	MORE OFFICE SOLUTIONS	442.60	.00	442.60	2208218	COPIER USAGE, MONTHLY BILL S, FREIGHT ON TONER 8/18
025888	09/22/18	MOS01	MOSS, LEVY & HARTZHEIM	4000.00	.00	4000.00	16066	FY18 AUDIT CHARGES
025889	09/22/18	NAT01	NATIONAL GROUP TRUST	860.52	.00	860.52	23941018	LONG-TERM DISABILITY 10/18



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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
025890	09/22/18	OLI01	OLIN CORP - CHLOR ALKALI	3857.28	.00	3857.28	2569804	4,018 GALS NaOCL
025891	09/22/18	PGE01	PACIFIC GAS & ELECT. INC.	23371.34	.00	23371.34	68720918	PGE CHARGES 8/16/18-9/16/18
025892	09/22/18	PHO01	PHOENIX CIVIL ENGINEERING	221.25	.00	221.25	18-5333	L/S#1 MODIFICATION-ENGINEERING SERVICES 8/18
025893	09/22/18	PIT03	PITNEY BOWES	829.67	.00	829.67	40080818A	POSTAGE FOR BILLS 8/18
025894	09/22/18	QUI03	QUINN COMPANY	514.31	.00	514.31	07196701	RENT BOOMLIFT TO MOVE SCA DA TOWER TO 3745 CONSTLTN
025895	09/22/18	REA02	REARDON'S LOCKSMITH SERVI	197.99	.00	197.99	13284	KEY COPIES FOR 3745 CONST ELLATION RD.
025896	09/22/18	RMT01	MENEZES JR, RONALD LEE	350.00	.00	350.00	522754	REPAIR DUMP TRUCK
025897	09/22/18	SAN06	SANTA BARBARA COUNTY	468.28	.00	468.28	340-0818	PLANNING FEES-GENERAL PLAN CONSISTENCY 8/18
025898	09/22/18	SHR01	SHRED-IT USA	78.32	.00	78.32	125601728	DOCUMENT SHREDDING SERVICE 8/18
025899	09/22/18	SMI04	SMITHS ALARMS & ELECTRONI	90.00	.00	90.00	2848	SECURITY-OFFICE 9/18-11/18
025900	09/22/18	STA03	STANLEY CONVERGENT SECURI	416.70	.00	416.70	15846632	SECURITY-OFFICE, SHOP, BOOS TER BLDG 10/18-12/18
025901	09/22/18	STA09	STAPLES CREDIT PLAN	451.00	.00	451.00	53690918	LABEL TAPE, INK, CHAIR MATS FOR 3745 CONSTELLATION
025902	09/22/18	SYN01	SYNCE/AMAZON	1272.11	.00	1272.11	87140818	CART, BOARDS, MATS, RIBBON-CUTTING-3745 CONSTELLATION
025903	09/22/18	TRI04	TRI COUNTY OFFICE FURNITU	834.41	.00	834.41	135333	FURNITURE FOR 3745 CONSTE LLATION RD-PO#1637
			Check Total.....:	3495.41	.00	3495.41	135334	FURNITURE FOR 3745 CONSTE LLATION RD-PO#1637
025904	09/22/18	UNI02	UNIVAR USA INC	1986.18	.00	1986.18	LA668297	730 GALS NAHSO3
025905	09/22/18	USB02	U.S.BANK CORPORATE PAYMEN	1715.98	.00	1715.98	32560818	MICROSOFT EXCHANGE, FLAG P OLES, TIERZERO, RUG, MEMORY
025906	09/22/18	VAL04	VALLEY ROCK READY MIX, IN	425.61	.00	425.61	18-11452	SLURRY-PB REPLACE-4506 FA LCON DR.

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
025907	09/22/18	VRE01	JIM VREELAND FORD	76.42	.00	76.42	094302	VEHICLE #16-MOULDING FOR TAILGATE
025908	09/22/18	WES05	WESTERN EXTERMINATOR CO.	59.50	.00	59.50	6320003	MONTHLY SERVICE FOR GOPHER CONTROL 8/18
Cash Account Total.....:				22783.42	.00	22783.42		
Total Disbursements.....:				22783.42	.00	22783.42		
Cash Account Total.....:				.00	.00	.00		

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
136800	09/21/18	EFT01	EFTPS	3726.14	.00	3726.14	B80921	FEDERAL WH TAXES PP#19
136801	09/21/18	EFT01	EFTPS	983.74	.00	983.74	1B80921	FICA MEDICARE PP#19
223340	09/07/18	EFT01	EFTPS	3636.03	.00	3636.03	B80907	FEDERAL WH TAXES PP#18
223341	09/07/18	EFT01	EFTPS	74.40	.00	74.40	1B80907	FICA SOCIAL SECURITY DR#9
223342	09/07/18	EFT01	EFTPS	985.42	.00	985.42	2B80907	FICA MEDICARE PP#18
231529	09/30/18	AFL01	AFLAC	388.18	.00	388.18	B80930	AFLAC-PRETAX 9/18
581090	09/07/18	PER04	CALPERS 457 PLAN	845.00	.00	845.00	B80907	EMPLOYER PERS 457 PP#18
581091	09/07/18	PER04	CALPERS 457 PLAN	945.00	.00	945.00	1B80907	EMPLOYEE PERS 457 PP#18
581100	09/07/18	PUB02	PUBLIC EMPLOYEES	1130.62	.00	1130.62	B80907	PERS EPCM PP#18
581101	09/07/18	PUB02	PUBLIC EMPLOYEES	1388.65	.00	1388.65	1B80907	PERS TDMC PP#18
581102	09/07/18	PUB02	PUBLIC EMPLOYEES	3734.20	.00	3734.20	2B80907	PERS EMPLR CONTRIB PP#18
664620	09/21/18	PER04	CALPERS 457 PLAN	795.00	.00	795.00	B80921	EMPLOYER PERS 457 PP#19
664621	09/21/18	PER04	CALPERS 457 PLAN	945.00	.00	945.00	1B80921	EMPLOYEE PERS 457 PP#19
664630	09/21/18	PUB02	PUBLIC EMPLOYEES	1149.63	.00	1149.63	B80921	PERS EPCM PP#19
664631	09/21/18	PUB02	PUBLIC EMPLOYEES	1429.61	.00	1429.61	1B80921	PERS TDMC PP#19
664632	09/21/18	PUB02	PUBLIC EMPLOYEES	3816.29	.00	3816.29	2B80921	PERS EMPLR CONTRIB PP#19
733440	09/07/18	EMP01	EMPLOYMENT DEVELOP,DEPART	1741.87	.00	1741.87	B80907	STATE WH TAXES PP#18
733441	09/07/18	EMP01	EMPLOYMENT DEVELOP,DEPART	296.48	.00	296.48	1B80907	STATE DISABILITY PP#18
776640	09/21/18	EMP01	EMPLOYMENT DEVELOP,DEPART	1788.36	.00	1788.36	B80921	STATE WH TAXES PP#19
776641	09/21/18	EMP01	EMPLOYMENT DEVELOP,DEPART	270.87	.00	270.87	1B80921	STATE DISABILITY PP#19

Cash Account Total.....: 30070.49  
 Total Disbursements.....: 30070.49  
 =====







# VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

Disbursement # 11-18      From 10/1/2018 To 10/31/2018  
 Board Meeting Date 11/6/2018      Item: 7B

Accounts Payable Amount	<u>\$133,415.67</u>	
Check Numbers	25909-25970	Void Checks <u>none</u>
Electronic Vendor Payment Amount	<u>\$2,189.60</u>	
Confirmation Numbers	100389, 764771	
A/P Hand Check Amount		
Check Numbers		
Payroll Amount	<u>\$79,167.63</u>	
Check Numbers	electronically transferred	
Wire Transfers		
Wire Numbers		
Disbursements/Investments		
A/P Checks	133,415.67	
Electronic Vendor Payments	2,189.60	
A/P Hand Checks	0.00	
Payroll	79,167.63	
Investments	0.00	
TOTAL	<u>\$214,772.90</u>	





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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information-Description
025909	10/05/18	/D046	DESTR, FERDINAND	320.00	.00	320.00	B81005	RETROFIT REIMB-2 HE TOILE TS-275B BURTON MESA BLVD
025910	10/05/18	/M049	MARTIN, APRIL	200.00	.00	200.00	B81005	RETROFIT REIMB-2 HE TOILE TS-3936 CONSTELLATION RD.
025911	10/05/18	ACE01	ACECO EQUIPMENT CO., INC.	360.00	.00	360.00	154740	LIFT-REMOVE LIGHT POLE AT 3745 CONSTELLATION RD.
				270.08	.00	270.08	154763	AUGER/COMPRESSOR-INSTALL FENCE-3745 CONSTELLATION
Check Total.....:				630.08	.00	630.08		
025912	10/05/18	ACW03	ACWA JOINT POWERS INSURAN	12864.22	.00	12864.22	0577833	GROUP MEDICAL, DENTAL, VISI ON, LIFE, EAP 11/18
025913	10/05/18	ARA01	ARAMARK UNIFORM SERV. INC.	94.83	.00	94.83	533533611	CONTINUOUS TOWELS 8/2/18
				94.83	.00	94.83	533671447	CONTINUOUS TOWELS 9/27/18
Check Total.....:				189.66	.00	189.66		
025914	10/05/18	BAN03	BANK OF AMERICA	193.98	.00	193.98	83750918	LODGING-CSDA CONF. -BLAIR
025915	10/05/18	BAR03	JOSEPH H BARGET	136.00	.00	136.00	B81005	MEAL, INCIDENTAL REIMB-CSD A CONFERENCE-BARGET
025916	10/05/18	BLA01	CHARLES BLAIR	25.90	.00	25.90	B81005	MEAL REIMB-CSDA CONFERENC E-BLAIR
025917	10/05/18	COA02	COASTLINE EQUIPMENT	4145.13	.00	4145.13	37938	2000 HOUR SERVICE-JOHN DE ERE TRACTOR-PO#1651
025918	10/05/18	COM03	COMCAST	206.53	.00	206.53	10520918	INTERNET/CABLE/VOICE-OFFI CE 9/20/18-10/19/18
025919	10/05/18	DEB01	DEBOLT ELECTRIC	400.00	.00	400.00	8087-L	STA-5-INSTALL TRANSFER SW ITCH & CONNECTOR-POL1646-L
				2485.00	.00	2485.00	8087-M	STA-5-INSTALL TRANSFER SW ITCH 7 CONNECTOR-POL1646-M
Check Total.....:				2885.00	.00	2885.00		
025920	10/05/18	DEW02	J B DEWAR	56.86	.00	56.86	885608	14.2 GALS DIESEL FUEL FOR DUMP TRUCK
025921	10/05/18	GAR01	MICHAEL J. GARNER	771.56	.00	771.56	B81005	MILEAGE, MEAL, INCID. REIMB- TRI-STATE SEMINAR-GARNER
025922	10/05/18	HAC01	HACH COMPANY	205.45	.00	205.45	11145958	CHLORINE REAGENT SETS (QT Y 3)

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information-Description
025923	10/05/18	HEA01	HEALTH SANITATION SERVICE	108.97	.00	108.97	30020918	TRASH COLLECTION-3745 CON STELLATION RD. 9/18
				122.93	.00	122.93	30030918	TRASH COLLECTION-SHOP 9/1 8
				40.98	.00	40.98	50080918	TRASH COLLECTION-3757 CON STELLATION RD. 9/18
Check Total.....:				272.88	.00	272.38		
025924	10/05/18	HOP02	HOPKINS TECHNICAL PROD	1117.41	.00	1117.41	183301049	REPAIR PARTS FOR HYPOCHLO RITE PUMP
025925	10/05/18	JAN01	JAN-PRO CENTRAL COAST	460.00	.00	460.00	80019	JANITORIAL SERVICE 10/18
				345.00	.00	345.00	80058	JANITORIAL SERVICE 9/14/1 8-9/30/18
Check Total.....:				805.00	.00	805.00		
025926	10/05/18	JPI01	ACWA/JPIA	25277.00	.00	25277.00	V004-1819	AUTO/GENERAL LIABILITY DE POSIT FOR 10/18-9/19
025927	10/05/18	JPI02	ACWA/JPIA	3386.66	.00	3386.66	V0040918	WORKERS' COMP PREMIUM 7/1 8-9/18
025928	10/05/18	LEV01	JIMMY LEVINGSTON	277.00	.00	277.00	B81005	MEAL,INCIDENTAL REIMB-TRI -STATE SEMINAR-LEVINGSTON
025929	10/05/18	LOM01	CITY OF LOMPOC, FINANCE	40409.03	.00	40409.03	101472	8/18 M&O
025930	10/05/18	LOM02	LEE CENTRAL COAST NEWSPAP	72.08	.00	72.08	131800	PUBLIC NOTICE-L/S#1 REPLA CEMENT-INVITING BIDS
025931	10/05/18	MIL01	MILLER LANDSCAPING AND MA	290.00	.00	290.00	53085	YARD MAINTENANCE-3757/374 5 CONSTELLATION RD.9/18
025932	10/05/18	NAT01	NATIONAL GROUP TRUST	860.52	.00	860.52	23941118	LONG-TERM DISABILITY 11/1 8
025933	10/05/18	PER01	PERRY'S ELECTRIC MOTORS &	2406.09	.00	2406.09	22242	MAINTENANCE-WELL 3A 150HP 1800RPM MOTOR
025934	10/05/18	PIT01	PITNEY BOWES GLOBAL FINAN	420.88	.00	420.88	102501114	PB METER & MAIL MACHINE R ENTAL 10/30/18-1/29/19
025935	10/05/18	POI01	POINT OF ACTION	732.24	.00	732.24	5054	UNIFORM SHIRTS-FIELD CREW
025936	10/05/18	SOU01	SO.CALIFORNIA GAS CO.INC.	50.63	.00	50.63	79000918	SO.CALIF GAS-WELL 1B 8/22 /18-9/20/18

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025936	10/05/18	SOU01	SO.CALIFORNIA GAS CO. INC.	21.58	.00	21.58	84000918	SO.CALIF GAS-3757 CONSTEL LATION RD.8/22/18-9/20/18
				15.35	.00	15.35	84180918	SO.CALIF GAS-3745 CONSTEL LATION RD.8/20/18-9/18/18
Check Total.....:				87.56	.00	87.56		
025937	10/05/18	UND01	UNDERGROUND SERVICE ALERT	34.75	.00	34.75	920180764	USA TICKETS 9/18
025938	10/05/18	USA01	USA BLUE BOOK	427.36	.00	427.36	683530	REFLECTIVE TAPE, MARKING P AINT
				269.31	.00	269.31	687511	DICKSON PRESSURE CHARTS
Check Total.....:				696.67	.00	696.67		
025939	10/05/18	VRE01	JIM VREELAND FORD	94.24	.00	94.24	C19668	UNIT 18-OIL, FILTER
025940	10/05/18	\H009	LANCE HAINSWORTH	16.85	.00	16.85	000B80901	CUSTOMER REFUND-HAM0007-3 939 NEPTUNE AVE.
025941	10/05/18	\R009	MARIA THERESA ROSALES	73.04	.00	73.04	000B80901	CUSTOMER REFUND-ROS00037-4 251 VANGUARD DR.
025942	10/05/18	\S007	DON STEPHENS	64.42	.00	64.42	000B80901	CUSTOMER REFUND-STE0020-4 465 SIRIUS AVE.
025943	10/22/18	ACE01	ACECO EQUIPMENT CO., INC.	260.00	.00	260.00	154874	HAUL TRACTOR TO COASTLINE EQUIP. FOR MAINTENANCE
025944	10/22/18	ACW04	ACWA	11550.00	.00	11550.00	B81019	2019 ACWA ANNUAL AGENCY D UES
025945	10/22/18	AME02	AMERICAN INDUSTRIAL SPPLY	48.88	.00	48.88	71564	GLOVES
				312.95	.00	312.95	71675	BRASS NIPPLES, SS CLAMPS
Check Total.....:				361.83	.00	361.83		
025946	10/22/18	ARA01	ARAMARK UNIFORM SERV. INC.	222.62	.00	222.62	533705941	SHOP TOWELS 10/11/18
025947	10/22/18	BRE01	BREMER AUTO PARTS	168.01	.00	168.01	818841	UNIT 7-VEHICLE MAINTENANC E PARTS
				64.62	.00	64.62	819109	UNIT 7-VEHICLE MAINTENANC E PARTS
				354.79	.00	354.79	819311	UNIT 7-VEHICLE MAINTENANC E PARTS
				-122.36	.00	-122.36	819344C	CREDIT-UNIT 7-VEHICLE MAI NTENANCE PARTS
				51.70	.00	51.70	819552	UNIT 7-VEHICLE MAINTENANC E PARTS

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 Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD  
 Cash Disbursement Detail Report  
 Check Listing for 10-18 Bank Account.: 13100

PAGE: 004  
 ID #: PY-D2  
 CTL.: VAN

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
025947	10/22/18	BRE01	BREMER AUTO PARTS	64.63	.00	64.63	819584	UNIT 7-VEHICLE MAINTENANCE PARTS
			Check Total.....	462.89	.00	462.89		
025948	10/22/18	CAL16	CALIF STATE WATER RESOURC	60.00	.00	60.00	36261118	TREATMENT 2 RENEWAL-LEVIN GSTON #13626
025949	10/22/18	CAR02	CARR'S BOOTS & WESTERN WE	112.31	.00	112.31	4813	JACKET FOR M.PEREZ
025950	10/22/18	CLS01	CLINICAL LABS OF SAN	462.00	.00	462.00	964910	BACTERIA,123TCP,IRON,MANGANESE,PHYSICAL TESTS 9/18
025951	10/22/18	COV01	COVERALL MOUNTAIN & PACIF	160.00	.00	160.00	553152995	JANITORIAL SERVICE 10/18
			Check Total.....	40.00	.00	40.00	553153680C	CREDIT-JANITORIAL SERVICE 10/6/18-10/31/18
025952	10/22/18	CSD01	CALIFORNIA SPECIAL	6740.00	.00	6740.00	309-2019	2019 CSDA MEMBERSHIP
025953	10/22/18	HOF01	HOFFMAN, DON F.	2100.00	.00	2100.00	B81019	HYDROGEOLOGIC SERVICES-TEST WELL 8/18-10/18
025954	10/22/18	IRO01	IRON MOUNTAIN	54.02	.00	54.02	AGGP216	DOCUMENT SHREDDING SERVICE 8/29/18-9/25/18
025955	10/22/18	KAY01	KAYS, JAN	60.00	.00	60.00	100518	PHOTOGRAPHY-RIBBON CUTTING-3745 CONSTELLATION RD.
025956	10/22/18	MOR01	MORE OFFICE SOLUTIONS	461.36	.00	461.36	2241352	COPIER USAGE,MONTHLY BILLS,REMINDERS,FREIGHT 9/18
025957	10/22/18	MOS01	MOSS,LEVY & HARTZHEIM	1310.00	.00	1310.00	16323	FY17-18 AUDIT CHARGES
025958	10/22/18	POI01	POINT OF ACTION	12.00	.00	12.00	5264	EMBROIDER JACKET FOR M.PE REZ
025959	10/22/18	REA02	REARDON'S LOCKSMITH SERVI	26.11	.00	26.11	13463	REKEY LOCK-BACK DOOR-3745 CONSTELLATION RD.
025960	10/22/18	RMT01	MENEZES JR, RONALD LEE	425.77	.00	425.77	522757	UNIT 7-MAINTENANCE
025961	10/22/18	SAN18	SANTA BARBARA COUNTY SDA	80.00	.00	80.00	B81019	SBCSDA MEETING MEAL-BARGE T, BLAIR
025962	10/22/18	SHR01	SHRED-IT USA	313.28	.00	313.28	125808453	DOCUMENT SHREDDING SERVICE 9/13/18-10/11/18

REPORT.: Nov 01 18 Thursday  
 RUN.: Nov 01 18 Time: 13:57  
 Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD  
 Cash Disbursement Detail Report  
 Check Listing for 10-18 Bank Account.: 13100

PAGE: 005  
 ID #: PY-DP  
 CTL.: VAN

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
025963	10/22/18	STA09	STAPLES CREDIT PLAN	1594.94	.00	1594.94	53691018	ENVELOPES, PENS, PAPER, TAPE, FOLDERS, ADDRESS STAMPS
025964	10/22/18	SYN01	SYNCE/AMAZON	3297.33	.00	3297.33	87141018	CABLES, MIC KITS, SECURITY SYSTEM CLOUD, RAIN BARREL
025965	10/22/18	USA01	USA BLUE BOOK	400.46	.00	400.46	674863	DPD4, DPD1
025966	10/22/18	USB02	U.S.BANK CORPORATE PAYMEN	1431.61	.00	1431.61	32560918	SONICWALL, RUG, TIERZERO, ME ALS, CEQA NOTICE, AMZ PRIME
025967	10/22/18	WES05	WESTERN EXTERMINATOR CO.	59.50	.00	59.50	6408643	MONTHLY SERVICE FOR GOPHER CONTROL 9/18
025968	10/22/18	COM03	COMCAST	210.92	.00	210.92	10521018	COMCAST INTERNET, CABLE, VO ICE 10/20/18-11/19/18
025969	10/22/18	FRO01	FRONTIER	249.83	.00	249.83	49051018	FRONTIER 733-3615/3975/SC ADA 10/13/18-11/12/18
025970	10/22/18	PIT03	PITNEY BOWES	832.20	.00	832.20	40080918A	POSTAGE FOR BILLS 9/18
100389	10/22/18	HOM02	HOME DEPOT	223.94	.00	223.94	10020918	SAFETY RAIL-3745 CONSTELL ATION RD.
764771	10/22/18	CHE02	CHEVRON & TEXACO BUSINESS	1965.66	.00	1965.66	54445467	388.6 GALS FUEL, CHEVRON L. ATE FEES
Cash Account Total.....:				135605.27	.00	135605.27		
Total Disbursements.....:				135605.27	.00	135605.27		
Cash Account Total.....:				.00	.00	.00		

REPORT.: Nov 01 18 Thursday  
 RUN ...: Nov 01 18 Time: 13:57  
 Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD  
 Cash Disbursement Detail Report - Payroll Vendor Payment (s)  
 Check Listing for 10-18 Bank Account.: 13101

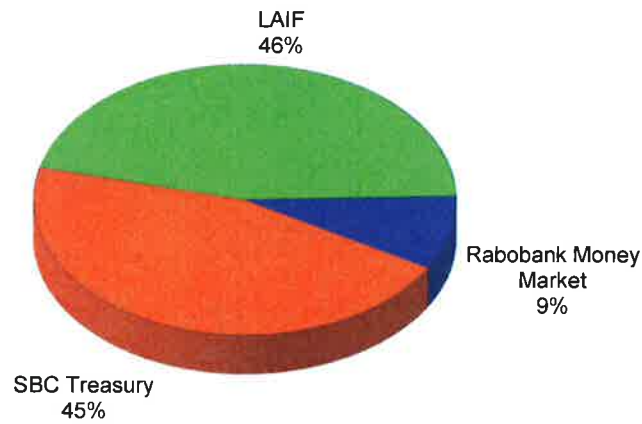
PAGE: 006  
 ID #: PY-D2  
 CTL.: VAN

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
108800	10/19/18	EMP01	EMPLOYMENT DEVELOP.DEPART	1718.84	.00	1718.84	B81019	STATE WH TAXES PP#21
108801	10/19/18	EMP01	EMPLOYMENT DEVELOP.DEPART	264.48	.00	264.48	1B81019	STATE DISABILITY PP#21
655540	10/05/18	EFT01	EFTPS	3583.62	.00	3583.62	B81005	FEDERAL WH TAXES PP#20
655541	10/05/18	EFT01	EFTPS	49.60	.00	49.60	1B81005	FICA SOCIAL SECURITY DR10
655542	10/05/18	EFT01	EFTPS	975.74	.00	975.74	2B81005	FICA MEDICARE PP#20
662566	10/31/18	AFL01	AFLAC	388.18	.00	388.18	B81031	AFLAC-PRETAX 10/18
777590	10/05/18	PER04	CALPERS 457 PLAN	795.00	.00	795.00	B81005	EMPLOYER PERS 457 PP#20
777591	10/05/18	PER04	CALPERS 457 PLAN	945.00	.00	945.00	1B81005	EMPLOYEE PERS 457 PP#20
777610	10/05/18	PUB02	PUBLIC EMPLOYEES	3765.86	.00	3765.86	B81005	PERS EMPLR CONTRIB PP#20
777611	10/05/18	PUB02	PUBLIC EMPLOYEES	1135.74	.00	1135.74	1B81005	PERS EPMC PP#20
777612	10/05/18	PUB02	PUBLIC EMPLOYEES	1408.40	.00	1408.40	2B81005	PERS TDMC PP#20
824390	10/19/18	EFT01	EFTPS	3650.46	.00	3650.46	B81019	FEDERAL WH TAXES PP#21
824391	10/19/18	EFT01	EFTPS	965.22	.00	965.22	1B81019	FICA MEDICARE PP#21
872990	10/19/18	PER04	CALPERS 457 PLAN	770.00	.00	770.00	B81019	EMPLOYER PERS 457 PP#21
872991	10/19/18	PER04	CALPERS 457 PLAN	945.00	.00	945.00	1B81019	EMPLOYEE PERS 457 PP#21
873000	10/19/18	PUB02	PUBLIC EMPLOYEES	1149.74	.00	1149.74	B81019	PERS EPMC PP#21
873001	10/19/18	PUB02	PUBLIC EMPLOYEES	1422.40	.00	1422.40	1B81019	PERS TDMC PP#21
873002	10/19/18	PUB02	PUBLIC EMPLOYEES	3808.58	.00	3808.58	2B81019	PERS EMPLR CONTRIB PP#21
894720	10/05/18	EMP01	EMPLOYMENT DEVELOP.DEPART	1702.46	.00	1702.46	B81005	STATE WH TAXES PP#20
894721	10/05/18	EMP01	EMPLOYMENT DEVELOP.DEPART	264.12	.00	264.12	1B81005	STATE DISABILITY PP#20

Cash Account Total.....: 29708.44  
 Total Disbursements.....: 29708.44

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT**  
**Schedule of Investments**  
 As of September 30, 2018

Banking Institution	Certificate/ Account No.	Rate /Term	Total Principal & Interest
Santa Barbara County Treasury	Fund 3602	1.57% /quarterly	\$4,100,730
Local Agency Investment Fund (LAIF)	16-42-005	2.16% /quarterly	\$4,115,312
Rabobank Money Market Savings	9651012305	0.20% APY	\$795,105
			<b>\$9,011,146</b>



NOTES:

- 1) VVCSD investments are in compliance with the Standard of Investment Policy approved by the Board of Directors.
- 2) Based on projected income and expenses, the District has the ability to meet the next six months of cash flow requirements.
- 3) The market value source documents are statements provided by the respective banking institutions.
- 4) This report is published in accordance with California Government Code 53646(b).






VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 8.A

FROM: Joe Barget, General Manager   
Cynthia Allen, Administrative Services Manager   
Patricia LeCavalier, Finance Administrator 

DATE: November 6, 2018

SUBJECT: Annual Audit

**Recommendation:** Accept the Fiscal Year 2017-18 audit report prepared by Moss, Levy & Hartzheim.

**Policy Implications:** The Board oversees the District's finances and formally accepts annual audit reports. California Government Code §26909 requires the District to submit an annual audit report to the County Auditor and State Controller every year.

**Resource Impacts:** There is \$7,250 in the budget for the preparation of this audit.

**Alternatives Considered:** Do not accept the audit.

**Discussion:** Moss, Levy & Hartzheim performed the annual audit of the District's financial statements August 9-10, 2018. The Fiscal Year 2017-18 audit report states that the District has \$23.19 million in total net capital assets. The District earned \$4.6 million in operating revenues and had \$3.5 million in operating expenses.

The District came in \$209K under budget on expenses (6%) and \$147K over projection on unrestricted revenues (3%).

GASB 68 requires disclosure of the CalPERS pension valuation on the Statement of Net Position. This is discussed in depth in the Notes to basic financial statements at the end of the Basic financial statements provided by Moss, Levy & Hartzheim.

There were no material problems. Cynthia Allen and Patricia LeCavalier (finance staff) and Directors Robert Bumpass and Anthony Fox (Finance/Budget Committee) have done an excellent job of watching over the District's finances.

**Attachment:** Final audit will be provided to the Directors under separate cover.

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors

ITEM: 8.C

FROM: Joe Barget, General Manager



DATE: November 6, 2018

SUBJECT: Management Compensation

**Recommendation:** Increase the top step of the Operations & Maintenance (O&M) Manager and Administrative Services (AS) Manager salary ranges to \$107,000 a year, effective November 11, 2018.

**Policy Implications:**

- Employee salaries and benefits are usually set and approved by the Board of Directors through the annual budget process.
- Both management positions are designated as exempt under the Fair Labor Standards Act (FLSA) and do not receive overtime pay.

**Resource Impacts:**

- The FY 2018-19 personnel budget is \$1,286,200. This includes \$2,500 for performance and incentive pay.
- The recommended salary increases apply to roughly half of the fiscal year, so they would only increase the total personnel budget by \$6,000 (only \$3,500 if offset by the amount of funds budgeted for performance and incentive pay).

**Alternatives Considered:**

- Increase the current salary for each position by 2 percent.
- Do not increase salaries at this time.

**Discussion:** District staffing is balanced between three field positions headed by O&M Manager Garner and three administrative positions headed by AS Manager Allen. Mr. Garner has held his position since 2014, and Ms. Allen has held hers (formerly titled Office Manager) since 2000. Historically, the salary of the O&M Manager position has been slightly higher. Current annual salary ranges are:

- Operations & Maintenance Manager           \$82,326-\$105,082
- Administrative Services Manager           \$80,683-\$103,002

In 2012, Bryce Consulting performed a comprehensive compensation and staffing study which compared the top-step salary of all District positions to the mean top-step salary of comparable positions in 10 geographically proximate agencies that are competitors for staff and provide similar services. Bryce's report and subsequent changes to the CPI-W, West B/C (consumer price index) form the bases for the current salary schedule.

The duties, responsibilities, and complexities of the Districts middle management positions have grown substantially during the 14 years that I have been the District's General Manager. The technological challenges and regulatory scrutiny the O&M Manager faces are vastly different than just 10 years ago. Similarly, the technology, legal, and accounting arena the AS Manager operates in is far more complicated. Many single-service (water or sewer) special districts in Santa Barbara and San Luis Obispo Counties have top-heavy staffs in the form of assistant general manager, district engineer, and district legal counsel positions. VVCSD does not.

VVCSD is fortunate to have two very capable and talented individuals in Mr. Garner and Ms. Allen. In my view, both individuals deserve a pay raise based on demonstrated performance, and both positions should be paid the same based on the comparable level of complexity and responsibility that has evolved over time.

I recommend that the Board approve an increase in the top-step salary of both positions to \$107,000 a year, effective the beginning of the next pay period on November 11.

**Attachment:** Payroll Schedule dated July 1, 2018

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT**  
**PAYROLL SCHEDULE**  
 2.40% ECONOMIC ADJUSTMENT

01-Jul-18

JOB TITLE	TRIAL PERIOD		STEP 1		STEP 2		STEP 3		STEP 4		STEP 5						
	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly					
OPERATIONS & MAINTENANCE MANAGER	\$6,660.53	\$39.58	\$82,326.40	\$41.56	\$86,444.80	\$7,564.27	\$43.64	\$90,771.20	\$7,942.13	\$45.82	\$95,305.60	\$8,339.07	\$48.11	\$100,068.80	\$8,756.80	\$50.52	\$105,081.60
ADMINISTRATIVE SERVICES MANAGER	\$6,723.60	\$38.79	\$80,683.20	\$40.73	\$84,718.40	\$7,413.47	\$42.77	\$88,961.60	\$7,784.40	\$44.91	\$93,412.80	\$8,174.40	\$47.16	\$98,092.80	\$8,583.47	\$49.52	\$103,001.60
FINANCE ADMINISTRATOR I	\$5,787.60	\$33.39	\$69,451.20	\$35.06	\$72,924.80	\$6,380.40	\$36.81	\$76,564.80	\$6,699.33	\$38.65	\$80,392.00	\$7,033.87	\$40.58	\$84,406.40	\$7,385.73	\$42.61	\$88,628.80
SERVICE PERSON III	\$4,955.60	\$28.59	\$59,467.20	\$30.02	\$62,441.60	\$5,463.47	\$31.52	\$65,561.60	\$5,737.33	\$33.10	\$68,848.00	\$6,023.33	\$34.75	\$72,280.00	\$6,324.93	\$36.49	\$75,869.20
SERVICE PERSON II	\$4,718.13	\$27.22	\$56,617.60	\$28.58	\$59,446.40	\$5,201.73	\$30.01	\$62,420.80	\$5,461.73	\$31.51	\$65,540.80	\$5,735.60	\$33.09	\$68,827.20	\$6,021.60	\$34.74	\$72,259.20
SERVICE PERSON I	\$4,173.87	\$24.08	\$50,086.40	\$25.28	\$52,582.40	\$4,600.27	\$26.54	\$55,203.20	\$4,830.80	\$27.87	\$57,969.60	\$5,071.73	\$29.26	\$60,860.80	\$5,324.80	\$30.72	\$63,897.60
ADMINISTRATIVE/ACCOUNTING ASSISTANT	\$4,383.60	\$25.29	\$52,603.20	\$26.55	\$55,224.00	\$4,832.53	\$27.88	\$57,990.40	\$5,073.47	\$29.27	\$60,881.60	\$5,326.53	\$30.73	\$63,918.40	\$5,593.47	\$32.27	\$67,121.60
CUSTOMER SERVICE REPRESENTATIVE II	\$3,900.00	\$22.50	\$46,800.00	\$23.63	\$49,150.40	\$4,300.40	\$24.81	\$51,504.80	\$4,515.33	\$26.05	\$54,184.00	\$4,740.67	\$27.35	\$56,888.00	\$4,978.13	\$28.72	\$59,737.60

**NEW RATE**

Monthly	Hourly	Annual
\$13,899.60	\$80.19	\$166,795.20


GENERAL MANAGER

EXEMPT



VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 8.D  
FROM: Joe Barget, General Manager   
DATE: November 6, 2018  
SUBJECT: Holiday Closure

**Recommendations:** Close the District Office December 24-January 1.

**Policy Implications:** The District's Employee Handbook prescribes the standard work week and holidays. It gives managers the ability to approve "personal time off" which is deducted from an employee's sick leave.

**Resource Impacts:** None

**Alternative Considered:** Close the office on December 24 (at 1:00 p.m.), December 25, December 31 (at 1:00 p.m.), and January 1 as prescribed in the Employee Handbook.

**Discussion:** The time between Christmas and New Year's Day is typically slow. Last year, the Board approved closure of the District office the week of December 25-29 and allowed managers to grant employees paid time off, with the expectation that at least one employee from each group was present every day except Christmas. This worked very well and provided staff with some productive, quality time. There were no impacts on operations or complaints from customers.

In March 2018, the Board approved increases in employee vacation and sick leave. In light of those increases, I do not recommend granting paid time off during the proposed holiday closure this year. Managers will ensure at least one field and one administrative employee reports to work every day except Christmas and New Year's Day.


**Attachments:** None





VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 8.E  
FROM: Joe Barget, General Manager   
DATE: November 6, 2018  
SUBJECT: December Board Meetings

**Recommendations:**

- Cancel the December 4 regular board meeting.
- Schedule a special board meeting for December 12 at 3:00 p.m.

**Policy Implications:**

- California Elections Code §10554 states that elected directors take office at noon on the first Friday in December.
- District Ordinance §1.2.4 requires the Board to elect its officers at the first meeting in December of each year.

**Resource Impacts:** None

**Alternative Considered:** Hold the December 4 regular board meeting.

**Discussion:** Today's election will result in at least one and possibly two new directors on the VVCSD Board. Two seats on the Mission Hills Community Services District (MHCS D) Board of Directors are up for election which could result in two new directors there.

MHCS D General Manager Loch Dreizler and I propose to have Santa Barbara County Water Agency Manager Fray Crease and her staff give a presentation on Integrated Regional Water Management (IRWM) to both boards at a joint meeting at 4:00 p.m. on Wednesday, December 12 in the VVCSD meeting room. The county, in conjunction with water agencies like

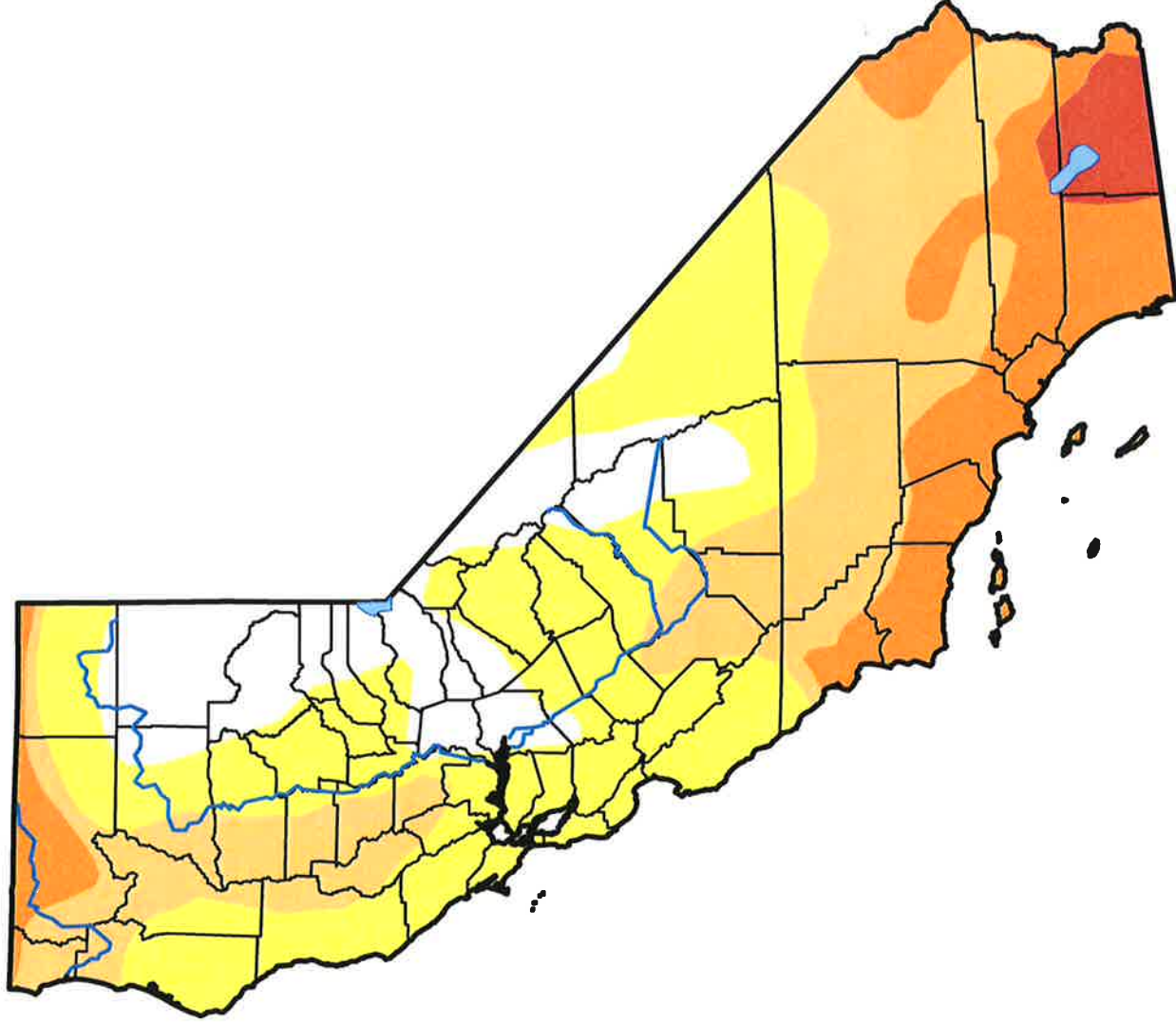
ours, is doing a great deal of work and this would be a good time to brief new directors and update current directors.

In lieu of the December 4 regular board meeting, staff recommends scheduling a special board meeting for December 12 instead, with a 3:00 p.m. start time for strictly-VVCSD business followed by a 4:00 p.m. start time for the joint meeting and presentation with MHCSD.

**Attachments:** None

# U.S. Drought Monitor California

**October 30, 2018**  
 (Released Thursday, Nov. 1, 2018)  
 Valid 8 a.m. EDT



Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
<b>Current</b>	15.16	84.84	47.94	19.30	2.73	0.00
<b>Last Week</b> 10-23-2018	15.16	84.84	47.94	19.30	2.73	0.00
<b>3 Months Ago</b> 07-31-2018	13.84	86.16	44.80	20.75	2.77	0.00
<b>Start of Calendar Year</b> 01-02-2018	55.70	44.30	12.69	0.00	0.00	0.00
<b>Start of Water Year</b> 09-25-2018	12.18	87.82	47.97	22.82	4.94	0.00
<b>One Year Ago</b> 10-31-2017	77.90	22.10	8.24	0.00	0.00	0.00

**Intensity:**

- D0 Abnormally Dry
- D1 Moderate Drought
- D2 Severe Drought
- D3 Extreme Drought
- D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. See accompanying text summary for forecast statements.

**Author:**

Deborah Bathke  
 National Drought Mitigation Center



