

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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



SPECIAL MEETING AGENDA

Friday, June 21, 2019
10:00 a.m.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL: Directors Brooks, Bumpass, Redmon, Stewart 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. ADMINISTRATION REPORT
7. CONSENT CALENDAR

A. Minutes of the Special Meeting on May 17, 2019 page 1

B. Treasurer Report

(1) Monthly Financials page 7

(2) Disbursements through May 31, 2019 page 15

8. ACTION ITEMS

- A. **Budget Allocation:** Consider amending the FY 2019-20 Water and Wastewater Operating Budgets to account for a revised water/wastewater fund allocation page 25
- B. **Lompoc Regional Wastewater Reclamation Plant (LRWRP) Upgrade Charges:** Consider adopting Resolution 215-19 to continue collecting charges on the annual county tax roll for FY 2019-20..... page 41
- C. **Access Road Lease:** Consider finding the project categorically exempt from the California Environmental Quality Act page 43
- D. **Association of California Water Agencies (ACWA):** Consider adopting Resolution 214-19 nominating Director Stewart to the Region 5 Board of Directors page 45
- E. **General Manager:** Consider extending the employment agreement for six months and approving a 3.0-percent cost of living increase page 51

9. REPORTS

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

10. INFORMATIONAL CORRESPONDENCE

- A. Director Stewart – Trip Report..... page 53
- B. Letter dated June 12, 2019, from Jeff Hodge candidate for re-election to the CSDA Board of Directors, Seat B Coastal Network.... page 55
- C. Letter dated May 28, 2019, from Jack Burgett candidate for re-election to the ACWA Region 5 Board of Directors..... page 57

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

12. **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

May 17, 2019

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 10:00 a.m. by President Brooks who led the Pledge of Allegiance.

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

OTHERS PRESENT

General Manager Joe Barget, Administrative Services (AS) Manager Cynthia Allen, and eight members of the public.

3. ADDITIONS AND DELETIONS TO AGENDA

General Manager Barget said Loch Dreizler, General Manager of Mission Hills Community Services District (MHCSO), is at the Central Coast Regional Water Quality Control Board meeting this morning regarding renewal of Waste Discharge Requirements (WDRs) for their wastewater treatment plant. He suggested watching a portion of the live Webcast of the agenda item because MHCSO treated wastewater percolates into and affects the water quality of the Lompoc Groundwater Basin. All four Directors agreed.

4. PUBLIC FORUM

President Brooks opened the public forum at 10:04 a.m. Mr. Ronald Linton, 3937 Agena Way, requested the District get more involved in restoring ice plant within the defensible space portion of the residential property that was inadvertently eradicated by Wildscape Restoration last year while working on the adjacent, open space Lot 54 which is owned by the District. He would like to document that Roundup, a Proposition 65

listed substance classified as a probable carcinogen by the state of California and the World Health Organization, was abundantly used to rid the hillsides of ice plant. This is not the method specified in “Task Number 6” of the Land Management Plan for the Burton Mesa Ecological Reserve. He believes the District should contact every property owner and affected resident and see if they want the District to restore ice plant or take another agreed upon action to mitigate the fire hazard.

General Manager Barget informed the Directors that he, O&M Manager Garner, and Wildscape have spent considerable time working on this issue with Mr. & Mrs. Linton as well as the property owner, Mary Galvin, over the last year. General Manager Barget invited Mr. Linton to visit the office and speak more with him or O&M Manager Garner about his concerns.

President Brooks closed public forum at 10:08 a.m.

5. OPERATIONS REPORT

General Manager Barget reported the field crew is working on the valve and hydrant replacement project. RL Johnson was hired to do the majority of the work which will require some scheduled water outages. Next week RL Johnson will begin excavation work at Lift Station 1.

President Brooks said he noticed the gate at the access road from Club House Road to Lift Station 1 has been open. General Manager Barget said O&M Manager Garner gave The Mission Club one-time permission to use the road to deliver solar panels.

6. ADMINISTRATION REPORT

AS Manager Allen said final repairs to the old District office are complete. Tom Davidson is scheduling the final walk-through and closing date is scheduled next week.

AS Manager Allen was elected as the Alternate Special District Member on the Santa Barbara County Local Agency Formation Commission (LAFCO). She thanked the Board for their support.

Her recent post about sick leave donation on the California Special Districts Association (CSDA) open forum was published in the March-April 2019 edition of the *California Special Districts* magazine.

7. CONSENT CALENDAR

A. Minutes from the Regular Meeting on April 2, 2019

B. Treasurer Report

- 1) Monthly Financials
- 2) Disbursements through April 30, 2019
- 3) Schedule of Investments

Motion by Director Redmon, seconded by Director Stewart to accept the consent calendar as presented.

Ayes: Directors Brooks, Redmon, Stewart and Wyckoff
Noes: None
Abstain: None
Absent: Director Bumpass

8. ACTION ITEMS

A. Club House Road Entrance

Motion by Director Redmon, seconded by Director Wyckoff to approve signage for entrance monuments at the intersection of Club House Road and Burton Mesa Boulevard, as recommended by the beautification coalition: Country Club Estates (west side) and Home of The Mission Club (east side)

Ayes: Directors Brooks, Redmon, Stewart and Wyckoff
Noes: None
Abstain: None
Absent: Director Bumpass

B. Can and Will Serve Letter (Cordova)

Motion by Director Stewart, seconded by Director Brooks to Issue a can and will serve letter to Gilda Cordova for a new single-family residence on Lot 47 of Tract 12,287 at 470 Oak Hill Drive

Ayes: Directors Brooks, Redmon, Stewart and Wyckoff
Noes: None
Abstain: None
Absent: Director Bumpass

C. California Environmental Quality Act (CEQA)

Chris Hampson with Meridian Consultants gave an informative PowerPoint presentation to the board regarding CEQA and how the act applies to the access road lease and future well site projects.

D. Davis Creek

General Manager Barget explained annual maintenance of Davis Creek has been done the past two years by the Santa Barbara County Flood Control and Water Conservation District. The clearing of the creek is extremely important to ensure access and prevent flood damage to the District's water wells, storage tanks, and treatment facility. Information on creek maintenance was included in the board package.

E. Aquifer Exemption

The Directors were all in agreement Cat Canyon Oil Field located in the Sisquoc and Monterey Formations does not pose a direct concern to the District's aquifer.

President Brooks called a short break from 11:10-11:22 a.m. to watch the live Webcast of the Central Coast Regional Water Quality Control Board meeting concerning the MHCSD agenda item.

9. REPORTS

A. Committees

Water/Wastewater Committee met on May 1 and discussed items on this agenda.

President Brooks attended and chaired the April 24 meeting of the Western Management Area Groundwater Sustainability Agency (WMA GSA) of the Santa Ynez River Valley Groundwater Basin.

B. District Representatives to External Agencies

Director Stewart gave reports on her attendance at the Association of California Water Agencies (ACWA) Spring Conference in Monterey and the Special District Leadership Academy in San Diego. Trip report included in board package.

C. President

President Brooks said Director Stewart's, General Manager Barget's and his attendance at the ACWA conference made a statement about VVCS.

D. General Manager Report

General Manager Barget gave an update on the Floradale Bridge Replacement Project as referenced on page 63 of the board package. The estimated cost of the project currently stands at \$15 million.

He enjoyed attending the ACWA Conference with President Brooks and Director Stewart.

10. INFORMATIONAL CORRESPONDENCE

- A. Letter dated May 8, 2019 from city of Lompoc regarding Floradale Bridge Replacement
- B. Letter dated April 15, 2019 from Mission Hill Community Services District regarding Burton Ranch project
- C. Letter dated April 10, 2019 from California Water Boards regarding Distribution System and Treatment Facility Classifications

D. Santa Barbara County 2018 Water Use

E. Director Stewart – Trip Report

11. DIRECTORS FORUM

Nothing further.

12. ADJOURN

President Brooks declared the meeting adjourned at 11:50 a.m.

Attest:

Signed:

Stephanie Garner
Secretary, Board of Directors

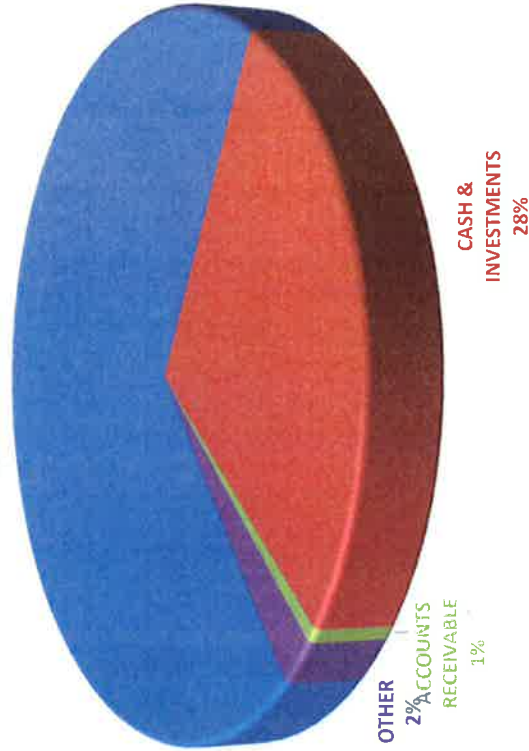
Christopher C. Brooks
President, Board of Directors

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
 Combined Balance Sheet
 As of April 30, 2019

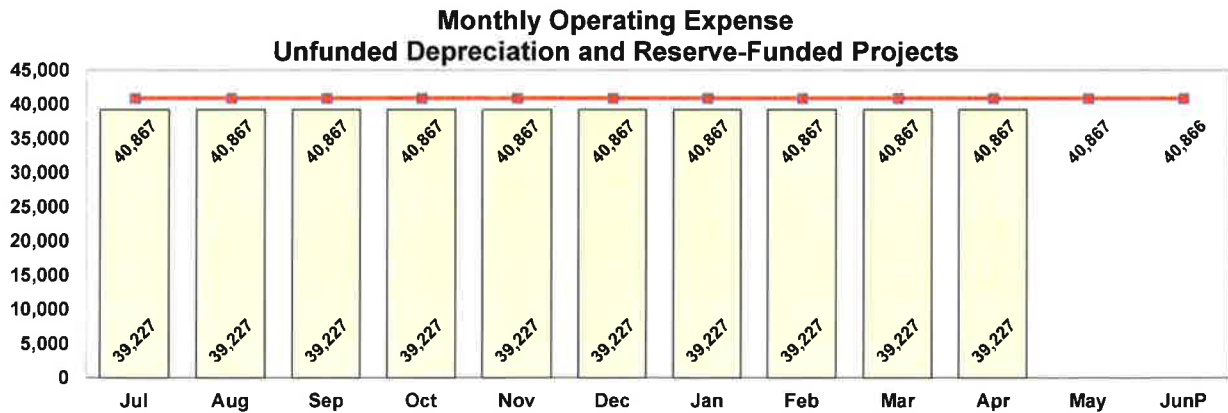
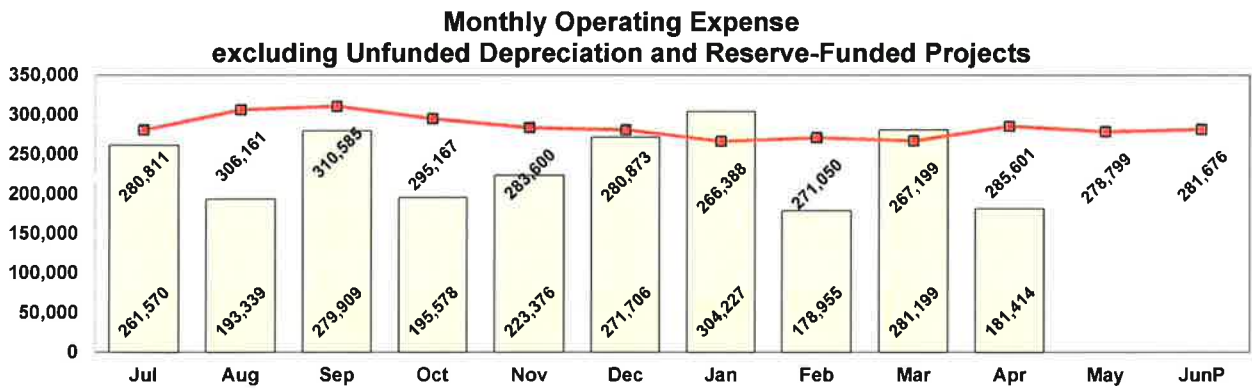
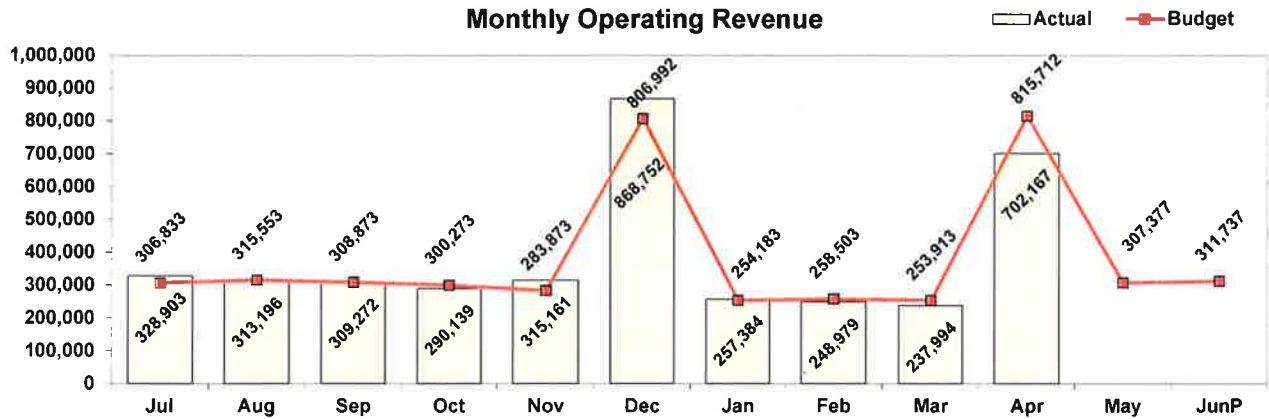
	2019 FYTD	FYE 2018	CHANGE
ASSETS			
UTILITY PLANT	\$23,117,449	\$23,190,030	(\$72,581)
CASH & INVESTMENTS	11,018,344	10,338,073	680,271
ACCOUNTS RECEIVABLE	224,143	262,856	(38,713)
OTHER	783,975	798,587	(14,612)
TOTAL ASSETS	\$35,143,911	\$34,589,546	\$554,365
DEFERRED OUTFLOWS OF RESOURCES-PENSIONS	\$523,656	\$523,656	\$0
TOTAL ASSETS & DEFERRED OUTFLOWS	\$35,667,567	\$35,113,202	\$554,365
LIABILITIES			
CURRENT LIABILITIES	\$373,478	\$769,230	(\$395,752)
UNEARNED REVENUE	139,865	139,865	0
LONG TERM DEBT- LRWRP UPGRADE PROJECT	7,341,326	7,890,528	(549,202)
NET PENSION LIABILITY	1,268,715	1,268,715	0
TOTAL LIABILITIES	\$9,123,384	\$10,068,338	(\$944,954)
DEFERRED INFLOWS OF RESOURCES-PENSIONS	\$43,647	\$43,647	\$0
EQUITY			
CONTRIBUTED CAPITAL EQUITY	\$6,535,246	\$6,550,196	(\$14,950)
CURRENT EARNINGS	18,614,962	17,433,594	1,181,368
TOTAL EQUITY	1,350,328	1,017,427	332,901
TOTAL EQUITY	\$26,500,536	\$25,001,217	\$1,499,319
TOTAL LIABILITIES, DEFERRED INFLOWS & EQUITY	\$35,667,567	\$35,113,202	\$554,365

ASSETS

UTILITY PLANT
69%

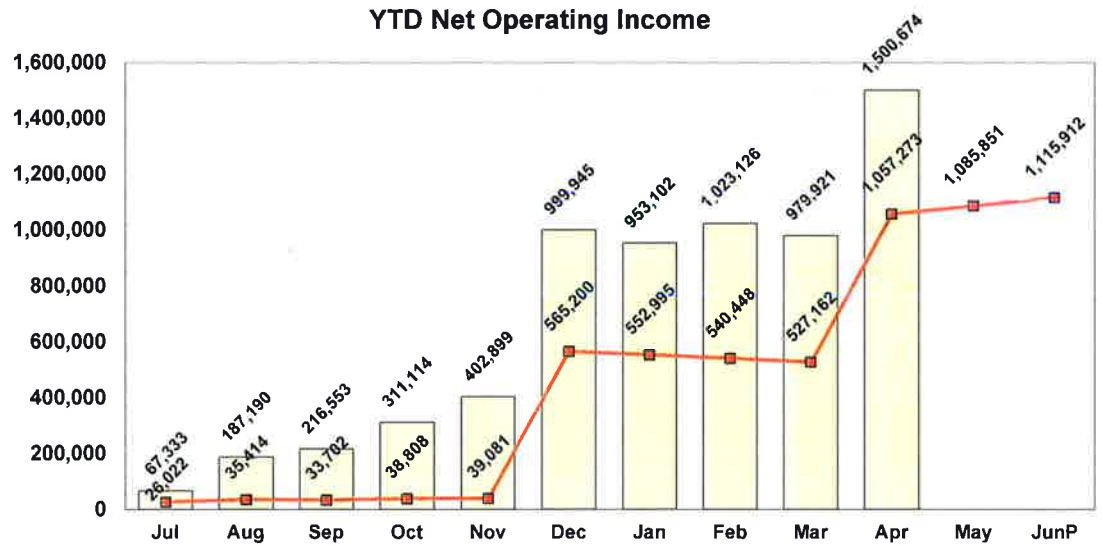
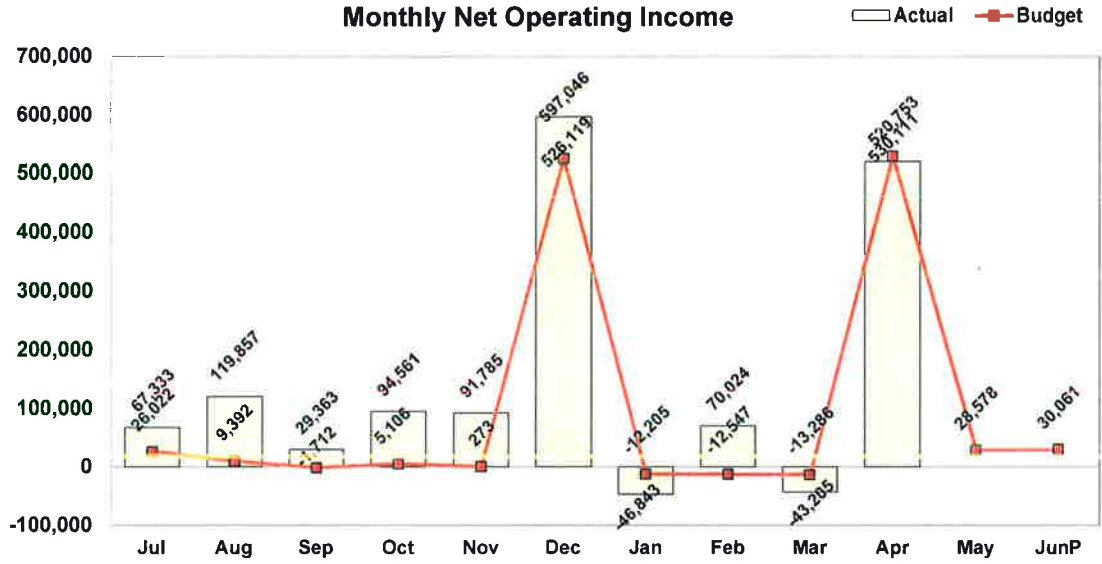


Operating Revenue and Expenses
 Vandenberg Village Community Services District
 July 1, 2018 to June 30, 2019

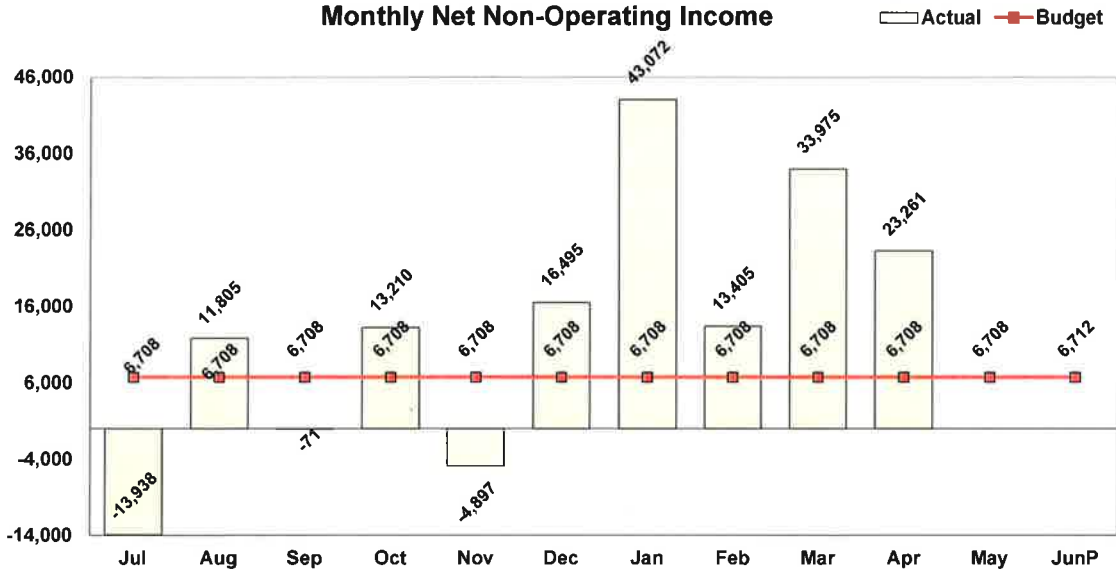


Note: The LRWRP Upgrade Charge revenue will be deposited by Santa Barbara County in December, April and May.
 Note: The LRWRP Upgrade depreciation basis has been changed per Moss, Levy & Hartzheim, LLP (auditors).

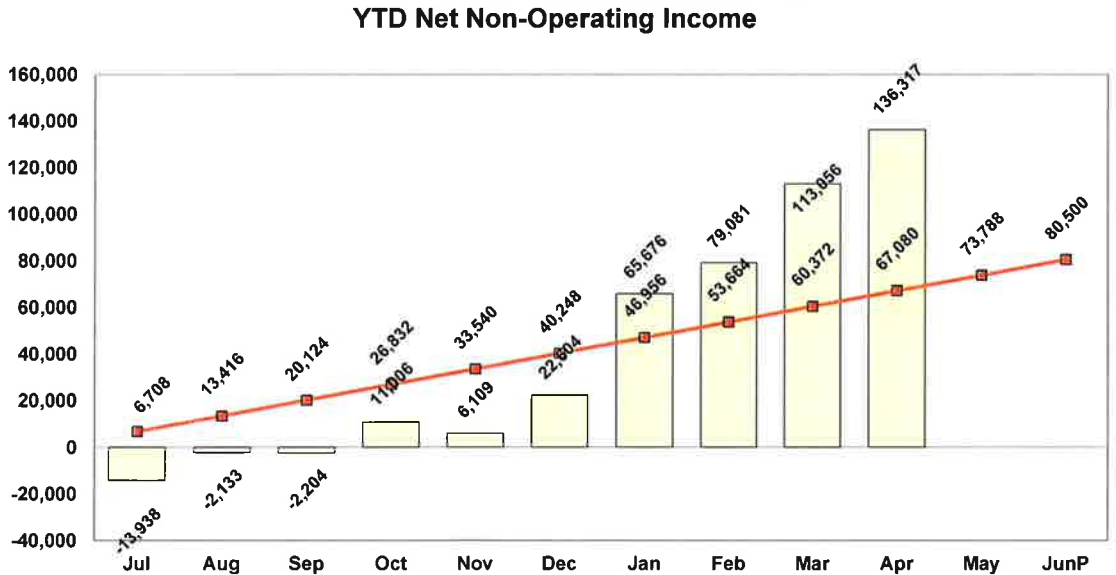
Operating Income Vandenberg Village Community Services District July 1, 2018 to June 30, 2019



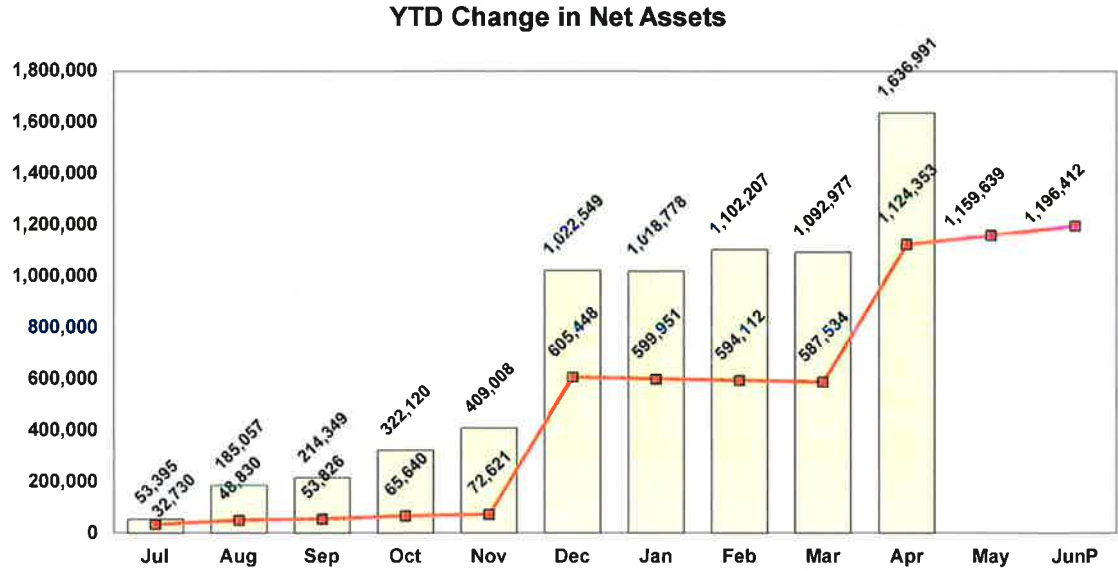
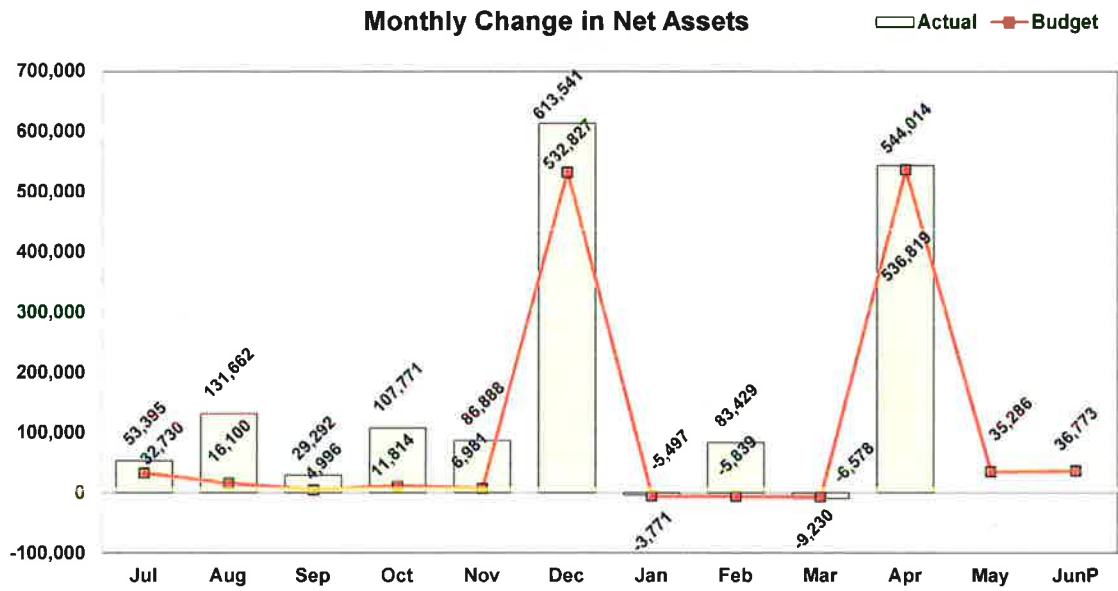
Non-Operating Income Vandenberg Village Community Services District July 1, 2018 to June 30, 2019



July -7/10/18 SRF Payment Interest Expense Portion
Sept, Jan, Mar- GASB Fair Market Value Adjustment



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



Note: Restricted revenue, \$105,610 in Connection Fees, has also been received this fiscal year.

Statement of Cash Flow
Vandenberg Village Community Services District
For the Period from July 1, 2018 to April 30, 2019

	Water Fund	WW Fund	
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash received from customers and users	\$ 1,514,197	\$ 2,427,787	
Cash payments for goods and services	(1,223,715)	(670,796)	
Cash payments to employees	(395,928)	(204,458)	
Net Cash Provided by Operating Activities			\$ 1,447,087
CASH FLOWS FROM CAPITAL & RELATED FINANCING ACTIVITIES			
Loan payments for LRWRP		(549,203)	
LRWRP Upgrade Interest Payment		(130,131)	
Connection fees collected	44,920	60,690	
Contributed Capital	77,472	71,520	
Purchase of capital assets	(382,517)	(181,879)	
Net Cash Used - Capital & Related Financing Activities			(988,820)
CASH FLOWS FROM INVESTING ACTIVITIES			
Investment income	69,494	152,511	
Net Cash Provided by Investing Activities			222,005
Net Increase (Decrease) in Cash & Cash Equivalents			680,272
Cash and cash equivalents, beginning of year			10,338,072
Cash and cash equivalents, year-to-date			<u>\$ 11,018,344</u>
Reconciliation to the Statement of Net Assets:			
Cash on hand	400		\$ 400
Cash and short term investments	2,095,523	8,922,421	<u>11,017,944</u>
			<u>\$ 11,018,344</u>
Reconciliation of Operating Income to Net Cash Provided by Operating Activities			
Operating Income	\$ (71,353)	\$ 1,179,755	
Adjustments to reconcile operating income to net cash provided by operating activities			
Depreciation	\$ 157,790	\$ 451,144	
Change in operating assets and liabilities:			
(Increase) decrease in accounts receivable	20,287	(12,742)	
(Increase) decrease in other receivables	(3,125)		
(Increase) decrease in prepaid items	14,408	204	
Increase (decrease) in accounts payable	(288,464)	(61,753)	
Increase (decrease) in accrued payroll	(16,157)	(4,074)	
Increase (decrease) in customer deposits	65,618		
Increase (decrease) in compensated absences	15,550		
Net Cash Provided by Operating Activities	<u>\$ (105,446)</u>	<u>\$ 1,552,533</u>	<u>\$ 1,447,087</u>

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

Disbursement # 06-19 From 5/1/2019 To 5/31/2019 Item: 7B.2
 Board Meeting Date 6/21/2019

Accounts Payable Amount	<u>\$171,400.42</u>	
Check Numbers	<u>26335-26407</u>	Void Checks <u>25866</u>
Electronic Vendor Payment Amount	<u>\$3,153.63</u>	
Confirmation Numbers	<u>146343, 172019</u>	
A/P Hand Check Amount		
Check Numbers		
Payroll Amount	<u>\$120,587.34</u>	
Wire Transfers		
Check Numbers	<u>electronically transferred</u>	
Wire Numbers		
Disbursements/Investments		
A/P Checks	171,400.42	
Electronic Vendor Payments	3,153.63	
A/P Hand Checks	0.00	
Payroll	120,587.34	
Investments	0.00	
TOTAL	<u><u>\$295,141.39</u></u>	

REPORT.: Jun 17 19 Monday
 RUN...: Jun 17 19 Time: 09:51
 Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD
 Cash Disbursement Detail Report
 Check Listing for 05-19 Bank Account.: 13100

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

Check Number	Check Date	Vendor Number	Vendor Name	Check Number	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
025866	05/30/19	M003	KRYSTLE MIZE		-17.06	.00	-17.06	000B80801u	Ck# 025866 Reversed
026335	05/02/19	T026	TOWNSEND, ASHLEY		320.00	.00	320.00	B90502	RETROFIT REIMB-2 HE TOILE TS-87 ALDEBARAN AVE.
026336	05/02/19	ACW03	ACWA JOINT POWERS INSURAN		12819.60	.00	12819.60	0610407	GROUP MEDICAL, DENTAL, VISI ON, LIFE, EAP 6/19
026337	05/02/19	ALL01	CYNTHIA ALLEN		148.48	.00	148.48	B90502	MILEAGE REIMB-FINANCIAL M GT.SPEC.DIST-ALLEN
026338	05/02/19	ARA01	ARAMARK UNIFORM SERV. INC.		216.41	.00	216.41	534191916	SHOP TOWELS 4/25/19
026339	05/02/19	BUM01	BUMPASS, WILLIAM ROBERT		148.48	.00	148.48	B90502	MILEAGE REIMB.-FINANCIAL MGT.SPECIAL DIST-BUMPASS
026340	05/02/19	COM03	COMCAST		204.67	.00	204.67	10520419	INTERNET, CABLE, VOICE-OFFI CE 4/20/19-5/19/19
026341	05/02/19	COR03	CORIX WATER PRODUCTS INC.		146.82	.00	146.82	913009664	SADDLE FOR SERVICE LINE R EPAIR
026342	05/02/19	COR04	CORE & MAIN LP		1987.51	.00	1987.51	K391997	PIPE, FITTINGS-LIFT STATIO N #1 REPLACEMENT
			Check Total.....:		11654.17	.00	11654.17	K405671	5/8" MASTER METER REGISTE RS (QTY 253) -PO#1647
026343	05/02/19	DEB01	DEBOLT ELECTRIC		12250.00	.00	12250.00	B90502	LS#1 REPLACEMENT INSTALLA TION-MATERIALS-PO#1665
026344	05/02/19	GAR01	MICHAEL J. GARNER		149.00	.00	149.00	B90502	MEAL, INCIDENTAL REIMB-CRW A EXPO-M.GARNER
026345	05/02/19	HEA01	HEALTH SANITATION SERVICE		45.68	.00	45.68	30020419	TRASH COLLECTION-3745 CON STELLATION RD. 4/19
			Check Total.....:		209.59	.00	209.59	30030419	TRASH COLLECTION-SHOP 4/1 9
026346	05/02/19	JAN01	JAN-PRO CENTRAL COAST		460.00	.00	460.00	50080419	TRASH COLLECTION-3757 CON STELLATION RD. 4/19
026347	05/02/19	MCM01	KRISTINA MCMANIGAL		150.05	.00	150.05	83188	JANITORIAL SERVICE 5/19
			Check Total.....:		209.59	.00	209.59	B90502	MILEAGE REIMB-POST OFFICE , BANK, RWEP MTGS-MCMANIGAL

REPORT.: Jun 17 19 Monday
 RUN...: Jun 17 19 Time: 09:51
 Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD
 Cash Disbursement Detail Report
 Check Listing for 05-19 Bank Account.: 131000

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
026348	05/02/19	MIL01	MILLER LANDSCAPING AND MA	290.00	.00	290.00	54111	YARD MAINTENANCE-3757/374 5 CONSTELLATION RD.4/19
026349	05/02/19	MIS01	MISSION PAVING, INC.	500.00	.00	500.00	3967	ASPHALT REPAIR-4397 GREEN BRIER RD.
026350	05/02/19	PGE01	PACIFIC GAS & ELECT. INC.	17495.02	.00	17495.02	68720419	PGE CHARGES 3/19/19-4/17/ 19
026351	05/02/19	PIT03	PITNEY BOWES	274.73	.00	274.73	40080318	PCSTAGE INK
				520.99	.00	520.99	40080319	PCSTAGE FOR METER
				520.99	.00	520.99	40080518	PCSTAGE FOR METER
				520.99	.00	520.99	40080718	PCSTAGE FOR METER
				520.99	.00	520.99	40080918	PCSTAGE FOR METER
				520.99	.00	520.99	40081118	PCSTAGE FOR METER
				2058.96	.00	2058.96	76730419	FOLDER/INSERTER SERVICE A GREENM 11/18-10/19
				-4632.66	.00	-4632.66	061256175C	CREDIT-FOLDER/INSERTER SE RVICE AGREEMENT OVERBILL
Check Total.....:				305.98	.00	305.98		
026352	05/02/19	REA01	ALFRED J. REA III	149.00	.00	149.00	B90502	MEAL, INCIDENTAL REIMB-CRW A EXPO-REA
026353	05/02/19	RLJ01	RL JOHNSON CONSTRUCTION,	2270.00	.00	2270.00	3979	GRADING OF OFFSITE SERVIC E ROADS
026354	05/02/19	SCH02	SCHNEIDER ELECTRIC USA IN	1047.33	.00	1047.33	93961735	FY20 CLEARSCADA SUPPORT C ONTRACT
026355	05/02/19	SOU01	SO.CALIFORNIA GAS CO.INC.	66.91	.00	66.91	79000419	SC.CALIF GAS-WELL 1B 3/26 /19-4/24/19
				159.55	.00	159.55	84180419	SC.CALIF GAS-3745 CONSTEL LATION RD.3/26/19-4/24/19
Check Total.....:				226.46	.00	226.46		
026356	05/02/19	UND01	UNDERGROUND SERVICE ALERT	10.44	.00	10.44	FEE0419	DIG SAFE BOARD REGULATORY FEE 4/19
				79.30	.00	79.30	420190773	USA TICKETS 4/19
Check Total.....:				89.74	.00	89.74		
026357	05/02/19	USB02	U.S.BANK CORPORATE PAYMEN	1113.22	.00	1113.22	32560419	REGISTRATION-FIN.MGT.TIER ZERO;COSTCO MEMBERSHIP
026358	05/02/19	\G003	JUAN A. GONZALEZ	105.72	.00	105.72	000B90401	CUSTOMER REFUND-GON0039-5 19 ANDROMEDA DR.

REPORT.: Jun 17 19 Monday
 RUN...: Jun 17 19 Time: 09:51
 Run By.: PATY LECAVALIER

VANDENBERG VILLAGE CSD
 Cash Disbursement Detail Report
 Check Listing for 05-19 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
026359	05/02/19	\G005	TOM GOOCH	14.51	.00	14.51	000B90401	CUSTOMER REFUND-GOO0018-3 957 RIGEL AVE.
026360	05/02/19	\K006	SAMUEL H. KIGER	292.32	.00	292.32	000B90401	CUSTOMER REFUND-KIG0002-4 51 FIRESTONE WAY
026361	05/02/19	\M008	MTI CAPITAL INC.	92.60	.00	92.60	000B90401	CUSTOMER REFUND-MTI0009-2 47 ST. ANNES PL.
026362	05/02/19	\Q001	QUINTIN I. QUINN	15.75	.00	15.75	000B90401	CUSTOMER REFUND-QUI0010-4 047 SAGAN CT.
026363	05/02/19	\R003	JUAN A. RAMIREZ	66.20	.00	66.20	000B90401	CUSTOMER REFUND-RAM0029-3 983 RIGEL AVE.
026364	05/02/19	\W002	CHRISTOPHER T. WALL	64.42	.00	64.42	000B90401	CUSTOMER REFUND-WAL0063-4 039 CONSTELLATION RD.
026365	05/16/19	ADV02	ADV INFRASTRUCTURE TECH	2825.42	.00	2825.42	190448	SEWER JETTER HEAD
026366	05/16/19	ALT01	ALTHOUSE AND MEADE, INC.	659.38	.00	659.38	10878	SPOILS AREA RESTORATION-R EVEGETATION PLAN 4/19
026367	05/16/19	ARA01	ARAMARK UNIFORM SERV. INC.	99.83	.00	99.83	534226725	CONTINUOUS TOWELS 5/9/19
026368	05/16/19	BAR03	JOSEPH H BARGET	218.00	.00	218.00	B90510	MEAL, INCIDENTAL REIMB-ACW A CONFERENCE-BARGET
026369	05/16/19	BRO01	BROOKS, CHRISTOPHER	6.94	.00	6.94	B90510	MEAL REIMBURSEMENT-ACWA C ONFERENCE-BROOKS
026370	05/16/19	COR04	CORE & MAIN LP	1795.78	.00	1795.78	K504200	1"MASTER METER REGISTERS(QTY 47) -PO#1647
026371	05/16/19	CSD01	CALIFORNIA SPECIAL	65.00	.00	65.00	B90515	RECOGNITION IN SPECIAL DI STRICT GOVERNANCE-STEWART
026372	05/16/19	DEB01	DEBOLT ELECTRIC	1200.00	.00	1200.00	9021-L	REPLACE SITE #1 LIGHTING FIXTURES-LABOR
				1830.00	.00	1830.00	9021-M	REPLACE SITE #1 LIGHTING FIXTURES-MATERIALS
Check Total.....:				3030.00	.00	3030.00		
026373	05/16/19	FER01	FERGUSON ENTERPRISES INC	491.35	.00	491.35	7450288	FIRE HYDRANT RISERS, GASKE TS, FLANGES, BOLT SETS RISERS, BOLTS, GASKETS FOR HYDRANT REPLACEMENT PRJCT
				169.17	.00	169.17	7482233	

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information-Description
026373	05/16/19	FER01	FERGUSON ENTERPRISES INC	226.28	.00	226.28	7450288-1	RISERS FOR HYDRANT REPLACEMENT PROJECT
Check Total.....:				886.80	.00	886.80		
026374	05/16/19	FLU01	FLUID RESOURCE MANAGEMENT	3226.55	.00	3226.55	W18062	L/S#1 PUMP-REMOVE FOR REP AIR & REINSTALL-3/8/19
026375	05/16/19	HON01	THE HON COMPANY LLC	1927.11	.00	1927.11	647496	CHAIRS FOR CONFERENCE ROOM
026376	05/16/19	HYD01	HYDRAFLO, INC.	141.90	.00	141.90	37285	HYDRANT GASKETS,O-RINGS FOR STOCK
026377	05/16/19	LOM06	LOMPOC FIRE EQUIPMENT	198.00	.00	198.00	4C416	ANNUAL FIRE EXTINGUISHERS MAINTENANCE
026378	05/16/19	MOR01	MORE OFFICE SOLUTIONS	646.70	.00	646.70	2511462	COPIER USAGE,BILLS,INSERTS,HANGERS,FREIGHT 4/19
026379	05/16/19	NAT01	NATIONAL GROUP TRUST	903.06	.00	903.06	2394C619	LONG-TERM DISABILITY 6/19
026380	05/16/19	OLI01	OLIN CORP - CHLOR ALKALI	3985.74	.00	3985.74	2675816	4,026 GALS NaOCL
026381	05/16/19	PLC01	PLCS PLUS INTERNATIONAL,	3961.50	.00	3961.50	19-C636	CLEARSCADA MODIFICATIONS FOR L/S#1-PO#1664
026382	05/16/19	RLJ01	RL JOHNSON CONSTRUCTION,	41135.00	.00	41135.00	3981	INSTALL GATE VALVES,FIRE HYDRANTS - PO#1660
026383	05/16/19	SMI04	SMITHS ALARMS & ELECTRONI	90.00	.00	90.00	036052	SECURITY-OFFICE 6/19-8/19
026384	05/16/19	SOU01	SO.CALIFORNIA GAS CO.INC.	8.96	.00	8.96	84000419	SO.CALIF GAS-3757 CONSTEL LATION RD.3/26/19-4/11/19
026385	05/16/19	STA09	STAPLES CREDIT PLAN	243.74	.00	243.74	62000519	PRINTER,NOTEPADS,FILING GUIDES/POCKETS,MAGNET,ADVL
026386	05/16/19	STE03	STEWART, KATHERINE A.	265.38	.00	265.38	B9C510	MILEAGE,MEAL REIMB-ACWA CONFERENCE-STEWART
026387	05/16/19	SYN01	SYNCB/AMAZON	510.98	.00	510.98	87140519	ADDING MACHINES,CABLES,MODULES, POWER STRIPS,SHELVES
026388	05/16/19	VAL04	VALLEY ROCK READY MIX, IN	303.32	.00	303.32	19-13698	SLURRY-PB REPLACE-4397 GR EENBRIER RD.
026389	05/16/19	VAL08	VALLEY ROLL-OFF SERVICE	180.00	.00	180.00	5143	EMPTY ROLL-OFF BINS AT SHOP

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information-Description
026390	05/16/19	VJ001	V & J ROCK TRANSPORT INC	120.00	.00	120.00	20319	DUMP ASPHALT/CONCRETE FRO M SERVICE LINE REPAIRS
026391	05/16/19	WES05	WESTERN EXTERMINATOR CO.	59.50	.00	59.50	6958059	MONTHLY SERVICE FOR GOPHE R CONTROL 4/19
				1538.00	.00	1538.00	6966712	RODENT REMOVAL/DAMAGE RPR -3757 CONSTELLATION-#1659
				5000.00	.00	5000.00	6969279	RODENT REMOVAL/DAMAGE RPR -3757 CONSTELLATION-#1659
Check Total.....:				6597.50	.00	6597.50		
026392	05/30/19	ACE01	ACECO EQUIPMENT CO., INC.	100.21	.00	100.21	158819	SHARPEN CHAINSAW BLADES,C HAINSAW LOOP
026393	05/30/19	ALL09	ALL AMERICAN DRILLING, INC	159.00	.00	159.00	1563	COUPLINGS FOR FILTER
026394	05/30/19	AME02	AMERICAN INDUSTRIAL SUPPL	131.43	.00	131.43	73898	SCREWS,NUTS,BUSHINGS,GASK ETS-L/S#1 REPLACE PROJECT
026395	05/30/19	ARA01	ARAMARK UNIFORM SERV. INC.	189.37	.00	189.37	534261513	SHOP TOWELS 5/23/19
026396	05/30/19	BAN03	BANK OF AMERICA	1666.40	.00	1666.40	30470519	LODGING-ACWA,REGISTRATION -SPEC.DIST.LEGIS.DAYS-KS
				1933.11	.00	1933.11	68220519	LODGING,PARKING,MEALS-ACW A SPRING CONF-BROOKS
Check Total.....:				3599.51	.00	3599.51		
026397	05/30/19	BAR03	JOSEPH H BARGET	423.52	.00	423.52	B90529	MILEAGE,MEAL REIMB-SPEC.D IST.LEGIS.DAYS-BARGET
026398	05/30/19	CLS01	CLINICAL LABS OF SAN	304.00	.00	304.00	968736	MONTHLY BACTERIA,IRON,MAN GANESE,PHYSICAL TEST 4/19
026399	05/30/19	COM03	COMCAST	210.88	.00	210.88	10520519	INTERNET,CABLE,VOICE-OFFI CE 5/20/19-6/19/19
026400	05/30/19	COR01	CORBIN WILLITS SYSTEM INC	724.77	.00	724.77	B905151	SERVICE AND ENHANCEMENT F EE 6/19
026401	05/30/19	FER01	FERGUSON ENTERPRISES INC	692.46	.00	692.46	7497527	ADAPTERS FOR HYDRANT REPL ACEMENT PROJECT
026402	05/30/19	FRO01	FRONTIER	91.46	.00	91.46	28850519	FRONTIER 733-2109 5/13/19 -6/12/19
				252.97	.00	252.97	49050519	FRONTIER 733-3615/3975/SC ADA 5/13/19-6/12/19

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information-Description
			Check Total.....:	344.43	.00	344.43		
026403	05/30/19	PGE01	PACIFIC GAS & ELECT. INC.	22118.17	.00	22118.17	68720519	PGE CHARGES 4/18/19-5/16/19
026404	05/30/19	SHR01	SHRED-IT USA	154.91	.00	154.91	127293473	DCCUMENT SHREDDING SERVIC E 4/23/19,5/7/19
026405	05/30/19	STE03	STEWART, KATHERINE A.	409.24	.00	409.24	B90524	MILEAGE, MEAL REIMB-SPEC.D IST. LEGIS.DAYS-STEWART
026406	05/30/19	UNI02	UNIVAR USA INC	1702.58	.00	1702.58	LA726705	650 GALS NaHSO3
026407	05/30/19	USB02	U.S.BANK CORPORATE PAYMEN	3104.87	.00	3104.87	32560519	REGISTRATION, LODGING, TIER ZERO, CAR WASH, REFRESHMENT
146343	05/30/19	PIT03	PITNEY BOWES	1097.41	.00	1097.41	01340419	PCSTAGE FOR BILLS, USPS PE RMIT, FINANCE CHARGE
172019	05/16/19	WEX01	WEX BANK	2056.22	.00	2056.22	59212-46	262 GALS FUEL, CAR WASH, CH EVRON PAYMENT #26308
Cash Account Total.....:				174554.05	.00	174554.05		
Total Disbursements.....:				174554.05	.00	174554.05		
Cash Account Total.....:				.00	.00	.00		

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VANDENBERG VILLAGE CSB
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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
132090	05/03/19	PUB02	PUBLIC EMPLOYEES	1078.17	.00	1078.17	B90503	PERS EPMC PP#9
132091	05/03/19	PUB02	PUBLIC EMPLOYEES	1368.41	.00	1368.41	1B90503	PERS TDMC PP#9
132092	05/03/19	PUB02	PUBLIC EMPLOYEES	3609.38	.00	3609.38	2B90503	PERS EMPLR CONTRIB PP#9
132100	05/03/19	PER04	CALPERS 457 PLAN	1020.00	.00	1020.00	B90503	EMPLOYER PERS 457 PP#9
132101	05/03/19	PER04	CALPERS 457 PLAN	1020.00	.00	1020.00	1B90503	EMPLOYEE PERS 457 PP#9
144670	05/03/19	EFT01	EFTPS	3488.05	.00	3488.05	B90503	FEDERAL WH TAXES PP#9
144671	05/03/19	EFT01	EFTPS	55.80	.00	55.80	1B90503	FICA SOCIAL SECURITY DR#5
144672	05/03/19	EFT01	EFTPS	961.70	.00	961.70	2B90503	FICA MEDICARE PP#9,DR#5
207040	05/17/19	PUB02	PUBLIC EMPLOYEES	1144.88	.00	1144.88	B90517	PERS EPMC PP#10
207041	05/17/19	PUB02	PUBLIC EMPLOYEES	1435.11	.00	1435.11	1B90517	PERS TDMC PP#10
207042	05/17/19	PUB02	PUBLIC EMPLOYEES	3813.02	.00	3813.02	2B90517	PERS EMPLR CONTRIB PP#10
207050	05/17/19	PER04	CALPERS 457 PLAN	1020.00	.00	1020.00	B90517	EMPLOYER PERS 457 PP#10
207051	05/17/19	PER04	CALPERS 457 PLAN	1020.00	.00	1020.00	1B90517	EMPLOYEE PERS 457 PP#10
218120	05/17/19	EFT01	EFTPS	3690.83	.00	3690.83	B90517	FEDERAL WH TAXES PP#10
218121	05/17/19	EFT01	EFTPS	984.88	.00	984.88	1B90517	FICA MEDICARE PP#10
284750	05/31/19	PUB02	PUBLIC EMPLOYEES	1144.88	.00	1144.88	B90531	PERS EPMC PP#11
284751	05/31/19	PUB02	PUBLIC EMPLOYEES	1435.11	.00	1435.11	1B90531	PERS TDMC PP#11
284752	05/31/19	PUB02	PUBLIC EMPLOYEES	3813.02	.00	3813.02	2B90531	PERS EMPLR CONTRIB PP#11
284760	05/31/19	PER04	CALPERS 457 PLAN	1020.00	.00	1020.00	B90531	EMPLOYER PERS 457 PP#11
284761	05/31/19	PER04	CALPERS 457 PLAN	1020.00	.00	1020.00	1B90531	EMPLOYEE PERS 457 PP#11
367500	05/31/19	AFL01	AFLAC	712.77	.00	712.77	B90531	AFLAC-PRETAX 5/19
367501	05/31/19	AFL01	AFLAC	4.32	.00	4.32	1B90531	AFLAC-AFTER TAX 5/19
446880	05/31/19	EFT01	EFTPS	3881.94	.00	3881.94	B90531	FEDERAL WH TAXES PP#11
446881	05/31/19	EFT01	EFTPS	1010.76	.00	1010.76	1B90531	FICA MEDICARE PP#11
473920	05/31/19	EMP01	EMPLOYMENT DEVELOP. DEPART	1795.97	.00	1795.97	B90531	STATE WH TAXES PP#11

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
473921	05/31/19	EMP01	EMPLOYMENT DEVELOP.DEPART	348.56	.00	348.56	1B90531	STATE DISABILITY PP#11
499200	05/17/19	EMP01	EMPLOYMENT DEVELOP.DEPART	1707.79	.00	1707.79	B90517	STATE WH TAXES PP#10
499201	05/17/19	EMP01	EMPLOYMENT DEVELOP.DEPART	339.62	.00	339.62	1B90517	STATE DISABILITY PP#10
570560	05/03/19	EMP01	EMPLOYMENT DEVELOP.DEPART	1613.22	.00	1613.22	B90503	STATE WH TAXES PP#9
570561	05/03/19	EMP01	EMPLOYMENT DEVELOP.DEPART	327.12	.00	327.12	1B90503	STATE DISABILITY PP#9
Cash Account Total.....:				45885.31	.00	45885.31		
Total Disbursements.....:				45885.31	.00	45885.31		

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: June 21, 2019

SUBJECT: Budget Allocation

Recommendations: Amend the Fiscal Year (FY) 2019-20 Water and Wastewater Operating Budgets to account for a revised water/wastewater fund allocation.

Policy Implications: California Government Code §61110(f) requires the budget to conform to generally accepted accounting and budgeting procedures for special districts.

Resource Impacts: The revised fund allocation increases the Wastewater Operating Budget and decreases the Water Operating Budget by a corresponding amount. There is no change in the combined expenses.

Alternatives Considered: Keep the current water/wastewater fund split.

Discussion: Historically, operating expenses not exclusive to the water or wastewater funds (e.g., insurance, utilities, office supplies, administrative expenses) have been allocated at 60% water/40% wastewater. Customer related expenses (e.g., payroll, billing stock, postage, bill inserts) are allocated at 50% to each fund. Payroll for exempt (management) staff and non-exempt office staff is allocated 60% water/40% wastewater. Payroll for non-exempt field staff is charged to the fund in which the work is performed.

In years past, it was estimated that exempt staff and non-exempt office employees spent slightly more time on water related activities than on

wastewater so their expenses, as well as some general operating expenses, were allocated 60% water and 40% wastewater. Over time though, particularly with ever-increasing regulatory compliance for wastewater, efforts for both utilities is now roughly equal.

This budget amendment adjusts those expenses that are currently allocated at 60% water/40% wastewater to 50% water/50% wastewater.

BUDGET APPROVED APRIL 2, 2019:

Water	Wastewater	LRWRP	
\$1,797,014	\$1,654,861	\$1,085,547	Revenue
(1,768,313)	(1,236,012)	(991,091)	Operating Expenses
(185,000)	(50,500)	(490,403)	Depreciation
(\$156,299)	\$368,349	(\$395,947)	Net income

PROPOSED BUDGET AMENDMENT:

Water	Wastewater	LRWRP	
\$1,797,014	\$1,654,861	\$1,085,547	Revenue
(1,677,695)	(1,326,031)	(991,091)	Operating Expenses
(185,000)	(50,500)	(490,403)	Depreciation
(\$65,681)	\$278,330	(\$395,947)	Net income

Attachments:

1. Amended Water Operating Budget (FY 2019-20)
2. Amended Wastewater Operating Budget (FY 2019-20)

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
 BUDGET - WATER OPERATING EXPENSES
 FISCAL YEAR 2019-20

		% of Budget Allocated TO Wastewater	Board Approved FYE 2020	Amended FYE 2020	Amount Change
SOURCE OF SUPPLY (WELLS)					
	USGS Groundwater Monitoring	0%	4,000	4,000	
11-51105	Contract Services		4,000	4,000	
	Contingencies	0%	10,000	10,000	
	Inspect and Repair Well 1B (5 years - next FY22-23)	0%	0	0	
	Inspect and Repair Well 3A (5 years - next FY23-24)	0%	0	0	
	Inspect and Repair Well 3B (5 years - next FY23-24)	0%	0	0	
11-51112	Supplies/Repairs - Well Pumping Equipment		10,000	10,000	
	SYRWCD Pump Tax	0%	40,000	40,000	
11-51405	SYRWCD Pump Tax		40,000	40,000	
	Cloud Seeding	0%	3,500	3,500	
	Sustainable Groundwater Management Act (SGMA)	0%	43,000	43,000	
11-51415	Groundwater Management		46,500	46,500	
SOURCE OF SUPPLY (WELLS)			\$100,500	\$100,500	
PUMPING (BOOSTERS)					
	Contingencies	0%	1,500	1,500	
	Electrician	0%	2,500	2,500	
11-52105	Contract Services (Water only)		4,000	4,000	
	Routine Maintenance	50%	1,750	1,750	
	Inspect and Repair B/S #1 Pump 1 (75hp) (7 years - next FY24-25)	0%	0	0	
	Inspect and Repair B/S #1 Pump 2 (75hp) (7 years - next FY24-25)	0%	0	0	
	Inspect and Repair B/S #1 Pump 3 (100hp) (7 years - next FY24-25)	0%	0	0	
	Soluble Oil	0%	1,200	1,200	
	SCADA DSL charges	30%	1,008	882	(126)
	SBCAPCD Annual Emission Fee (annual - Site #3, L/S #1)	50%	213	213	
	SBCAPCD Permit Reevaluation Fee (3 years - next FY20-21)	50%	0	0	
	Genset Maintenance (2 years - next FY20-21)	50%	0	0	
	Maintenance - Wells	0%	1,000	1,000	
11-52112	Supplies/Repairs-Pumping Equipment		5,171	5,045	(126)
	Maintenance/emergencies	30%	6,000	5,250	(750)
	Software Support	30%	4,000	3,500	(500)
11-52113	Supplies/Repairs-SCADA Computer Equipment		10,000	8,750	(1,250)
	Southern California Gas	0%	800	800	
	PG&E (water only)	0%	325,000	325,000	
11-52300	Purchased Power		325,800	325,800	
	Generator Fuel (water only)	0%	750	750	
11-52310	Generator Fuel		750	750	
PUMPING (BOOSTERS)			\$345,721	\$344,345	(\$1,376)
WATER TREATMENT					
	SWRCB Water System Fees (AB2995)	0%	12,000	12,000	
	SWRCB Water System Enforcement Fees	0%	500	500	

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
 BUDGET - WATER OPERATING EXPENSES
 FISCAL YEAR 2019-20**

		% of Budget Allocated TO Wastewater	Board Approved FYE 2020	Amended FYE 2020	Amount Change
	SBCEHS Hazardous Materials Permit-Site #1	0%	300	300	
11-53115	Regulatory Fees		12,800	12,800	
	NaOCL	0%	52,300	52,300	
	NaHSO3	0%	14,000	14,000	
11-53118	Chemicals		66,300	66,300	
	Add Filter Media (7 years - next FY21-22)	0%	0	0	
	Filter Inspection/ maintenance (5 years - next FY19-20)	0%	5,000	5,000	
11-53203	Contract Services - Filter		5,000	5,000	
	Monthly Bacteria Tests	0%	2,100	2,100	
	General Physical Water Tests	0%	1,000	1,000	
	Iron/Manganese Tests	0%	1,000	1,000	
	CCR Water Tests	0%	1,000	1,000	
	Miscellaneous Water Tests	0%	300	300	
	Lead/Copper Testing (3 years - next FY21-22)	0%	0	0	
11-53205	Contract Services - Lab		5,400	5,400	
	Routine maintenance	0%	5,000	5,000	
	Support contract-Hach	0%	3,450	3,450	
11-53212	Supplies/Repairs		8,450	8,450	
	PG&E purchased power for workshop	0%	525	525	
11-53214	Utility Services		525	525	
	WATER TREATMENT		\$98,475	\$98,475	
TRANSMISSION & DISTRIBUTION					
	SWRCB NPDES Drinking Water Discharge Fee	0%	550	550	
11-54103	Regulatory Fees		550	550	
	USA Tickets	0%	275	275	
11-54105	Contract Services		275	275	
	SBC encroachment fees (road permits for repairs)	0%	1,500	1,500	
11-54132	Supplies/Repairs-Miscellaneous		1,500	1,500	
	Contingencies	0%	500	500	
	Cathodic Protection Testing - Site 5 (annual)	0%	2,000	2,000	
	Inspect Tank 3 (3 years - next FY20-21)	0%	0	0	
	Inspect Tanks 5A, 5B (3 years - next FY20-21)	0%	0	0	
	Inspect Tanks 1 (3 years - next FY20-21)	0%	0	0	
11-54205	Contract Services - Distribution Reservoirs		2,500	2,500	
	Contingencies	0%	1,000	1,000	
11-54213	Supplies/Repairs- Distribution Reservoirs		1,000	1,000	
	Routine maintenance (water only)	0%	10,000	10,000	
11-54222	Supplies/Repairs- Mains		10,000	10,000	
	Routine maintenance (water only)	0%	25,000	25,000	

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
BUDGET - WATER OPERATING EXPENSES
FISCAL YEAR 2019-20**

		% of Budget Allocated TO Wastewater	Board Approved FYE 2020	Amended FYE 2020	Amount Change
11-54232	Supplies/Repairs-Service Connections		25,000	25,000	
	Contingencies	0%	5,000	5,000	
11-54232 1	Supplies/Repairs-A/P Poly B		5,000	5,000	
	Routine maintenance	0%	3,000	3,000	
	Replace meter registers	0%	25,000	25,000	
	Meters for new development projects	0%	10,000	10,000	
11-54242	Supplies/Repairs-Meters		38,000	38,000	
	Dry barrel hydrant repairs	0%	5,000	5,000	
	Wet barrel hydrant repairs	0%	1,000	1,000	
11-54252	Supplies/Repairs-Hydrants		6,000	6,000	
	TRANSMISSION & DISTRIBUTION		\$89,825	\$89,825	
CUSTOMER ACCOUNTS					
	Bill Inserts (3 months)	50%	250	250	
	CCR (300 ea x color rate x 2-side) (water only)	0%	30	30	
	Prop 218 Notices (3,300 ea)	50%	165	165	
	Public Meetings, Public Notices	50%	250	250	
	Billing Stock, Window Envelopes, Return Envelopes	50%	3,250	3,250	
	Bill Printing Costs	50%	1,500	1,500	
	Candy, Contingencies	50%	50	50	
	Customer Forms	50%	375	375	
11-55102	Operating Supplies		5,870	5,870	
	Cellular phone and Internet allowance	50%	3,360	3,360	
	Phone-Shop, Office Fax @ 30% (Frontier)	50%	440	440	
	Phone-Office @ 30% (TierZero, Comcast)	50%	675	675	
	Miscellaneous	50%	125	125	
11-55104	Utility Services		4,600	4,600	
	Vehicle Reading System	0%	1,700	1,700	
	Melissa Software (barcoding)	50%	900	900	
	Merchant Account Fees	50%	25,000	25,000	
	Formsite subscription	50%	75	75	
	Folder/Inserter service agreement	50%	875	875	
	Contingencies	50%	250	250	
11-55105	Contract Services		28,800	28,800	
	Postage for prop 218 notices	50%	75	75	
	Postage for CCR	0%	150	150	
	Postage for separate mailers	50%	875	875	
	Postage meter @ 70%	50%	900	900	
	Monthly bills	50%	6,000	6,000	
	Permit fee	50%	113	113	
	Postage meter supplies	50%	250	250	
11-55106	Postage		8,363	8,363	
	Bad debt writeoffs-water	0%	2,500	2,500	
11-55200	Uncollectible Accounts		2,500	2,500	

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
 BUDGET - WATER OPERATING EXPENSES
 FISCAL YEAR 2019-20**

		% of Budget Allocated TO Wastewater	Board Approved FYE 2020	Amended FYE 2020	Amount Change
	CUSTOMER ACCOUNTS		\$50,133	\$50,133	
INSURANCE					
	General Liability (term:October - September)	50%	16,740	13,950	(2,790)
	Property Casualty (term:April - March)	50%	2,580	2,150	(430)
11-56301	Property/Gen. Liability Insurance		19,320	16,100	(3,220)
	INSURANCE		\$19,320	\$16,100	(\$3,220)
ADMINISTRATIVE & GENERAL					
	Office supplies, ink, toner	50%	3,000	2,500	(500)
	Envelopes	50%	600	500	(100)
11-56202	Office Supplies		3,600	3,000	(600)
	Southern California Gas - 3745 Constellation	50%	420	350	(70)
	Phone-Shop, Office Fax @ 70% (Frontier)	50%	1,425	1,188	(238)
	Phone-Office @ 70% (TierZero, Comcast)	50%	1,860	1,550	(310)
	PG&E - 3745 Constellation	50%	2,700	2,250	(450)
11-56204	Utility Services-Office		6,405	5,338	(1,068)
	Corbin Willits Systems (MOM software)	50%	5,160	4,300	(860)
	Office High Speed Internet	50%	1,050	875	(175)
	Office Cable TV	50%	240	200	(40)
	Copier contract	50%	1,866	1,555	(311)
	Website hosting, domain registration	50%	120	100	(20)
	Document Scanning Service	50%	300	250	(50)
	Contingencies	50%	300	250	(50)
11-56205	Contract Services-Office		9,036	7,530	(1,506)
	Postage meter @ 30%	50%	480	400	(80)
11-56206	Postage		480	400	(80)
	Audit Services	50%	4,389	3,658	(732)
	Legal Counsel	50%	9,000	7,500	(1,500)
	IRWM Plan Share	0%	2,000	2,000	
	Contingencies	50%	300	250	(50)
11-56208	Professional Services		15,689	13,408	(2,282)
	CSDA (Dec)	50%	4,200	3,500	(700)
	SBCCSDA (Dec)	50%	180	150	(30)
	Costco	50%	66	55	(11)
	MSA	50%	42	35	(7)
	Miscellaneous	50%	120	100	(20)
	GFOA (Aug)	50%	96	80	(16)
	Below are water only:				
	ACWA (Nov)	0%	12,500	12,500	
	CRWA (July)	0%	1,100	1,100	
	AWWA (Aug)	0%	425	425	
	License renewals	0%	350	350	
	Cross Connection Foundation (Dec)	0%	120	120	

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
BUDGET - WATER OPERATING EXPENSES
FISCAL YEAR 2019-20**

		% of Budget Allocated TO Wastewater	Board Approved FYE 2020	Amended FYE 2020	Amount Change
	CCWUC (Feb)	0%	100	100	
	Groundwater Foundation (Sept)	0%	0	0	
11-56209	Membership & Dues		19,299	18,515	(784)
	Extended travel expenses, registration, mileage	50%	9,000	7,500	(1,500)
	Local travel expenses, registration, mileage	50%	600	500	(100)
	Meeting meals	50%	180	150	(30)
	SBCCSDA meeting meals	50%	270	225	(45)
11-56210	Employee Travel Expense (Direct Payment)		5,025	4,188	(838)
11-56210-1	Employee Travel Expense (Reimbursed)		5,025	4,188	(838)
			10,050	8,375	(1,675)
	Newspaper Subscriptions	50%	105	88	(18)
	Jobs Available	50%	30	25	(5)
	Text books	50%	300	250	(50)
	Miscellaneous	50%	150	125	(25)
11-56211	Subscription & Books		585	488	(98)
	Mailing machine rental	50%	1,044	870	(174)
	Mailing machine agreement	50%	0	0	
	Mailing machine equipment tax	50%	30	25	(5)
11-56213	Office Equipment Rentals		1,074	895	(179)
	NSF Fees	50%	300	250	(50)
	NSF Fees (Customer Offset)	50%	(600)	(500)	100
	Account Analysis Fees	50%	3,300	2,750	(550)
	Miscellaneous Bank Fees	50%	150	125	(25)
11-56214	Bank Service Charges		3,150	2,625	(525)
	VVCSD Share of LAFCO budget	50%	2,550	2,550	
11-56215	AB2838 - LAFCO Mandatory Fees		2,550	2,550	
	Meeting refreshments	50%	300	250	(50)
	Training and mileage-water	0%	13,200	13,200	
	SBCCSDA meeting meals	50%	2,100	1,750	(350)
	Meeting meals	50%	300	250	(50)
	Miscellaneous Expenses	50%	150	125	(25)
	Salaries	50%	4,320	3,600	(720)
11-56217	Director's Expense (Direct Payment)		12,345	11,388	(958)
11-56217-1	Director's Expense (Reimbursed)		8,025	7,788	(238)
			20,370	19,175	(1,195)
	Trash - 3745 Constellation	50%	330	275	(55)
	Trash - Shop	50%	900	750	(150)
	Empty roll-off bins at shop	50%	480	400	(80)
	Water/Wastewater Service - 3745 Constellation	50%	2,700	2,250	(450)
	Dump trips	50%	150	125	(25)
	Document shredding service	50%	1,200	1,000	(200)
11-56704	Utility Services-General Plant		5,760	4,800	(960)
	Janitorial - monthly service + windows/carpet	50%	3,600	3,000	(600)
	Office yard maintenance - 3745 Constellation	50%	1,080	900	(180)

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
 BUDGET - WATER OPERATING EXPENSES
 FISCAL YEAR 2019-20**

		% of Budget Allocated TO Wastewater	Board Approved FYE 2020	Amended FYE 2020	Amount Change
	Alarm service - office, shop	50%	432	360	(72)
	Alarm service - Bstr bldg WATER ONLY	0%	360	360	
	Exterminator	50%	555	463	(93)
	Vegetation Management	50%	12,000	10,000	(2,000)
	Contingencies	50%	3,000	2,500	(500)
11-56705	Contract Services-General Plant		21,027	17,583	(3,445)
	Towels	50%	2,400	2,000	(400)
	Supplies and repairs	50%	1,500	1,250	(250)
	Pavement Assessment	50%	6,000	5,000	(1,000)
11-56712	Supplies and Repairs - General Plant		9,900	8,250	(1,650)
	Software Upgrades	50%	1,500	1,250	(250)
	Maintenance/emergencies	50%	600	500	(100)
	Experts exchange subscription	50%	60	50	(10)
	Microsoft 365 subscription	50%	600	500	(100)
	Carbonite Service	50%	390	325	(65)
11-56713	Supplies and Repairs - Computer Equip.		3,150	2,625	(525)
	Office equipment	50%	1,500	1,250	(250)
11-56714	Supplies and Repairs - Furniture & Equipment		1,500	1,250	(250)
	Depreciation	0%	185,000	185,000	
11-57110	Depreciation		185,000	185,000	
	Elections - November 2018 (FY 20-21)	50%	0	0	
11-56810	Election Expense		0	0	
	ADMINISTRATIVE & GENERAL		\$318,625	\$301,805	(\$16,820)
EMPLOYEE SALARIES AND BENEFITS					
Various	Salaries	0%	540,700	503,000	(37,700)
<i>Benefits</i>					
11-56401	Sick/Personal	0%	37,900	37,900	
11-56402	Vacation	0%	54,300	54,300	
11-56403	Holiday	0%	40,400	40,400	
11-56403 1	Floating Holiday	0%	3,500	3,500	
11-56406	Medical Insurance	0%	118,300	118,300	
11-56406	Employee Assistance Plan (EAP)	0%	300	300	
11-56407	Long Term Disability	0%	900	900	
11-56408	Flex Spending Account Admin Fees	0%	1,200	1,200	
11-56410	Employee Educational	0%	3,000	3,000	
11-56416	PERS 457	0%	24,000	24,000	
11-56417	PERS	0%	220,700	220,700	
11-56418	Dental Insurance	0%	7,500	7,500	
11-56419	Life Insurance	0%	5,200	5,200	
11-56421	Work.Comp.Ins.	0%	15,700	15,700	
11-56423	Vision Care	0%	2,100	2,100	
11-56424	Performance/Incentive Pay	0%	2,500	2,500	
<i>Payroll Taxes</i>					
11-56430	Medicare FICA	0%	13,900	13,900	
11-56431	SUI	0%	2,100	2,100	

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
 BUDGET - WATER OPERATING EXPENSES
 FISCAL YEAR 2019-20

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		% of Budget Allocated TO Wastewater	Board Approved FYE 2020	Amended FYE 2020	Amount Change
11-57463	WW Alloc. Worker's Comp.Ins.	0%	(6,400)	(8,000)	(1,600)
11-57464	WW Alloc. Employ. Benefits	0%	(172,100)	(197,900)	(25,800)
11-57472	WW Alloc. Payroll Taxes	0%	(5,200)	(6,000)	(800)
EMPLOYEE SALARIES AND BENEFITS			\$910,500	\$844,600	(\$65,900)
OTHER OPERATING EXPENSES					
	Preventative maintenance, operating supplies	50%	1,500	1,250	(250)
	Dump Truck Maintenance	50%	0	0	
	Vehicle Repair	50%	1,800	1,500	(300)
11-57302	Transportation (Field Vehicles)-Other		3,300	2,750	(550)
	Gasoline	50%	9,720	8,100	(1,620)
11-57303	Transportation (Field Vehicles)-Fuel		9,720	8,100	(1,620)
	Tools and equipment	50%	3,000	2,500	(500)
	Contingencies	50%	600	500	(100)
	Tractor maintenance (2 years - next FY20-21)	50%	0	0	
11-57312	Tool/Work Equipment-Other		3,600	3,000	(600)
	Diesel Fuel (water only-60% of total)	0%	400	400	
11-57313	Tool/Work Equipment-Fuel		400	400	
	5 shirts for each of the 3 field crew	50%	390	325	(65)
	3 shirts for each of the 3 office crew	50%	150	125	(25)
	1 sweatshirt for each of the 3 field crew (every other year - next FY20-21)	50%	75	63	(13)
	1 jacket for each of the 3 field crew	50%	0	0	
11-57320	Uniforms		615	513	(103)
	Jeans-\$200/field crew + MG	50%	600	500	(100)
11-57321	Uniforms Reimbursement		600	500	(100)
	Safety Supplies	50%	900	750	(150)
	Annual Safety Dinner	50%	600	500	(100)
11-57350	Safety Supplies		1,500	1,250	(250)
	Safety boot allowance (\$200 ea x 4 (every 12 months))	50%	480	400	(80)
11-57351	Safety Boot Reimbursement		480	400	(80)
OTHER OPERATING EXPENSES			\$20,215	\$16,913	(\$3,303)
TOTAL OPERATING EXPENSES			\$1,953,313	\$1,862,695	(\$90,619)
BUDGET CHANGE (dollar)				(\$90,619)	
BUDGET CHANGE (percent)				-4.6%	

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
 BUDGET - WASTEWATER OPERATING EXPENSES
 FISCAL YEAR 2019-20

		% of Budget Allocated FROM Water	Board Approved FYE 2020	Amended FYE 2020	Amount Change
PUMPING (BOOSTERS)					
	Routine Maintenance	50%	1,750	1,750	
	SCADA DSL charges	30%	252	378	126
	SBCAPCD Annual Emission Fee (annual - Site #3, L/S #1)	50%	213	213	
	SBCAPCD Permit Reevaluation Fee (3 years - next FY20-21)	50%	0	0	
	Genset Maintenance (2 years - next FY20-21)	50%	0	0	
	Maintenance - Lift Stations	100%	0	0	
12-52112	Supplies/Repairs-Pumping Equipment		2,215	2,341	126
	Maintenance/emergencies	30%	1,500	2,250	750
	Software Support	30%	1,000	1,500	500
12-52113	Supplies/Repairs-SCADA Computer Equipment		2,500	3,750	1,250
	PG&E (sewer only)	100%	8,000	8,000	
12-52300	Purchased Power		8,000	8,000	
	Generator Fuel (sewer only)	100%	500	500	
12-52310	Generator Fuel		500	500	
	PUMPING (BOOSTERS)		\$13,215	\$14,591	\$1,376
WASTEWATER TREATMENT					
	Estimated City of Lompoc treatment costs	100%	600,000	600,000	
12-53105 1	Contract Services- Wastewater Treatment		600,000	600,000	
	WASTEWATER TREATMENT		\$600,000	\$600,000	
COLLECTION					
	SBCEHS Hazardous Materials Permit-L/S #1	100%	300	300	
	SWRCB Waste Discharge Fee	100%	2,000	2,000	
12-54103	Regulatory Fees		2,300	2,300	
	Routine maintenance (wastewater only)	100%	15,000	15,000	
	Offsite Culvert Repair	100%	15,000	15,000	
12-54222	Supplies/Repairs- Mains		30,000	30,000	
	Routine maintenance (wastewater only)	100%	500	500	
	\$250/Customer up to 4 cust. for damages; (wastewater only)	100%	1,000	1,000	
	Contingencies - repairs due to videoing (wastewater only)	100%	1,000	1,000	
12-54232	Supplies/Repairs-Service Laterals		2,500	2,500	
	COLLECTION		\$34,800	\$34,800	
CUSTOMER ACCOUNTS					
	Bill Inserts (3 months)	50%	250	250	
	Prop 218 Notices (3,300 ea)	50%	165	165	
	Public Meetings, Public Notices	50%	250	250	
	Billing Stock, Window Envelopes, Return Envelopes	50%	3,250	3,250	
	Bill Printing Costs	50%	1,500	1,500	
	Candy, Contingencies	50%	50	50	
	Customer Forms	50%	375	375	
12-55102	Operating Supplies		5,840	5,840	
	Cellular phone and Internet allowance	50%	3,360	3,360	
	Phone-Shop, Office Fax @ 30% (Frontier)	50%	440	440	
	Phone-Office @ 30% (TierZero, Comcast)	50%	675	675	

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
BUDGET - WASTEWATER OPERATING EXPENSES
FISCAL YEAR 2019-20

		% of Budget Allocated FROM Water	Board Approved FYE 2020	Amended FYE 2020	Amount Change
	Miscellaneous	50%	125	125	
12-55104	Utility Services		4,600	4,600	
	Melissa Software (barcoding)	50%	900	900	
	Merchant Account Fees	50%	25,000	25,000	
	Formsite subscription	50%	75	75	
	Folder/Inserter service agreement	50%	875	875	
	Contingencies	50%	250	250	
12-55105	Contract Services		27,100	27,100	
	Postage for prop 218 notices	50%	75	75	
	Postage for separate mailers	50%	875	875	
	Postage meter @ 70%	50%	900	900	
	Monthly bills	50%	6,000	6,000	
	Permit fee	50%	113	113	
	Postage meter supplies	50%	250	250	
12-55106	Postage		8,213	8,213	
	Bad debt writeoffs-sewer	100%	2,500	2,500	
12-55200	Uncollectible Accounts		2,500	2,500	
	CUSTOMER ACCOUNTS		48,253	48,253	
INSURANCE					
	General Liability (term:October - September)	50%	11,160	13,950	2,790
	Property Casualty (term:April - March)	50%	1,720	2,150	430
12-56301	Property/Gen. Liability Insurance		12,880	16,100	3,220
	INSURANCE		\$12,880	\$16,100	\$3,220
ADMINISTRATIVE & GENERAL					
	Office supplies, ink, toner	50%	2,000	2,500	500
	Envelopes	50%	400	500	100
12-56202	Office Supplies		2,400	3,000	600
	Southern California Gas - 3745 Constellation	50%	280	350	70
	Phone-Shop, Office Fax @ 70% (Frontier)	50%	950	1,188	238
	Phone-Office @ 70% (TierZero, Comcast)	50%	1,240	1,550	310
	PG&E - 3745 Constellation	50%	1,800	2,250	450
12-56204	Utility Services-Office		4,270	5,338	1,068
	Corbin Willits Systems (MOM software)	50%	3,440	4,300	860
	Office High Speed Internet	50%	700	875	175
	Office Cable TV	50%	160	200	40
	Copier contract	50%	1,244	1,555	311
	Website hosting, domain registration	50%	80	100	20
	Document Scanning Service	50%	200	250	50
	Contingencies	50%	200	250	50
12-56205	Contract Services-Office		6,024	7,530	1,506
	Postage meter @ 30%	50%	320	400	80
12-56206	Postage		320	400	80
	Audit Services	50%	2,926	3,658	732
	Legal Counsel	50%	6,000	7,500	1,500
	Contingencies	50%	200	250	50

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
 BUDGET - WASTEWATER OPERATING EXPENSES
 FISCAL YEAR 2019-20

		% of Budget Allocated FROM Water	Board Approved	Amended	Amount Change
			FYE 2020	FYE 2020	
12-56208	Professional Services		9,126	11,408	2,282
	CSDA (Dec)	50%	2,800	3,500	700
	SBCCSDA (Dec)	50%	120	150	30
	Costco	50%	44	55	11
	MSA	50%	28	35	7
	Miscellaneous	50%	80	100	20
	GFOA (Aug)	50%	64	80	16
	Below are wastewater only:				
	CWEA	100%	1,000	1,000	
	Certificate renewals	100%	500	500	
12-56209	Membership & Dues		4,636	5,420	784
	Extended travel expenses, registration, mileage	50%	6,000	7,500	1,500
	Local travel expenses, registration, mileage	50%	400	500	100
	Meeting meals	50%	120	150	30
	SAMA Meeting	100%	300	300	
	SBCCSDA meeting meals	50%	180	225	45
12-56210	Employee Travel Expense (Direct Payment)		3,500	4,338	838
12-56210-1	Employee Travel Expense (Reimbursed)		3,500	4,338	838
			7,000	8,675	1,675
	Newspaper Subscriptions	50%	70	88	18
	Jobs Available	50%	20	25	5
	Text books	50%	200	250	50
	Miscellaneous	50%	100	125	25
12-56211	Subscription & Books		390	488	98
	Mailing machine rental	50%	696	870	174
	Mailing machine agreement	50%	0	0	
	Mailing machine equipment tax	50%	20	25	5
12-56213	Office Equipment Rentals		716	895	179
	NSF Fees	50%	200	250	50
	NSF Fees (Customer Offset)	50%	(400)	(500)	(100)
	Account Analysis Fees	50%	2,200	2,750	550
	Miscellaneous Bank Fees	50%	100	125	25
12-56214	Bank Service Charges		2,100	2,625	525
	VVCS D Share of LAFCO budget	50%	1,700	1,700	
12-56215	AB2838 - LAFCO Mandatory Fees		1,700	1,700	
	Meeting refreshments	50%	200	250	50
	Training and mileage-wastewater	100%	4,000	4,000	
	SBCCSDA meeting meals	50%	1,400	1,750	350
	Meeting meals	50%	200	250	50
	Miscellaneous Expenses	50%	100	125	25
	Salaries	50%	2,880	3,600	720
12-56217	Director's Expense		5,830	6,788	958
12-56217-1	Director's Expense (Reimbursed)		2,950	3,188	238
			8,780	9,975	1,195
	Trash - 3745 Constellation	50%	220	275	55
	Trash - Shop	50%	600	750	150
	Empty roll-off bins at shop	50%	320	400	80

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
BUDGET - WASTEWATER OPERATING EXPENSES
FISCAL YEAR 2019-20

		% of Budget Allocated FROM Water	Board Approved FYE 2020	Amended FYE 2020	Amount Change
	Water/Wastewater Service - 3745 Constellation	50%	1,800	2,250	450
	Dump trips	50%	100	125	25
	Document shredding service	50%	800	1,000	200
12-56704	Utility Services-General Plant		3,840	4,800	960
	Janitorial - monthly service + windows/carpet	50%	2,400	3,000	600
	Office yard maintenance - 3745 Constellation	50%	720	900	180
	Alarm service - office, shop	50%	288	360	72
	Exterminator	50%	370	483	93
	Vegetation Management	50%	8,000	10,000	2,000
	Contingencies	50%	2,000	2,500	500
12-56705	Contract Services-General Plant		13,778	17,223	3,445
	Towels	50%	1,600	2,000	400
	Supplies and repairs	50%	1,000	1,250	250
	Pavcomt Assessment	50%	4,000	5,000	1,000
12-56712	Supplies and Repairs - General Plant		6,600	8,250	1,650
	Software Upgrades	50%	1,000	1,250	250
	Maintenance/emergencies	50%	400	500	100
	Experts exchange subscription	50%	40	50	10
	Microsoft 365 subscription	50%	400	500	100
	Carbonite Service	50%	260	325	65
12-56713	Supplies and Repairs - Computer Equip.		2,100	2,625	525
	Office equipment	50%	1,000	1,250	250
12-56714	Supplies and Repairs - Furniture & Equipment		1,000	1,250	250
	Depreciation	100%	50,500	50,500	
12-57110	Depreciation		50,500	50,500	
	Elections - November 2018 (FY 20-21)	50%	0	0	
12-56810	Election Expense		0	0	
	ADMINISTRATIVE & GENERAL		\$125,280	\$142,100	\$16,820
EMPLOYEE SALARIES AND BENEFITS					
	Various Salaries	100%	251,300	289,000	37,700
<i>Payroll Taxes</i>					
12-57463	WW Alloc. Worker's Comp.Ins.	100%	6,400	8,000	1,600
12-57464	WW Alloc. Employ. Benefits	100%	172,100	197,900	25,800
12-57472	WW Alloc. Payroll Taxes	100%	5,200	6,000	800
	EMPLOYEE SALARIES AND BENEFITS		\$435,000	\$500,900	\$65,900
OTHER OPERATING EXPENSES					
	Preventative maintenance, operating supplies	50%	1,000	1,250	250
	Dump Truck Maintenance	50%	0	0	
	Vehicle Repair	50%	1,200	1,500	300
12-57302	Transportation (Field Vehicles)-Other		2,200	2,750	550
	Gasoline	50%	6,480	8,100	1,620
12-57303	Transportation (Field Vehicles)-Fuel		6,480	8,100	1,620
	Tools and equipment	50%	2,000	2,500	500
	Sewer Equipment Maintenance (WW only)	100%	3,000	3,000	

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
 BUDGET - WASTEWATER OPERATING EXPENSES
 FISCAL YEAR 2019-20

		% of Budget Allocated FROM Water	Board Approved	Amended	Amount Change
			FYE 2020	FYE 2020	
	Contingencies	50%	400	500	100
	Tractor maintenance (2 years - next FY20-21)	50%	0	0	
12-57312	Tool/Work Equipment-Other		5,400	6,000	600
	Diesel Fuel (sewer only-50% of total)	100%	275	275	
12-57313	Tool/Work Equipment-Fuel		275	275	
	5 shirts for each of the 3 field crew	50%	260	325	65
	3 shirts for each of the 3 office crew	50%	100	125	25
	1 sweatshirt for each of the 3 field crew (every other year - next FY20-21)	50%	50	63	13
	1 jacket for each of the 3 field crew	50%	0	0	
12-57320	Uniforms		410	513	103
	Jeans-\$200/field crew + MG	50%	400	500	100
12-57321	Uniforms Reimbursement		400	500	100
	Safety Supplies	50%	600	750	150
	Annual Safety Dinner	50%	400	500	100
12-57350	Safety Supplies		1,000	1,250	250
	Safety boot allowance (\$200 ea x 4 (every 12 months))	50%	320	400	80
12-57351	Safety Boot Reimbursement		320	400	80
	OTHER OPERATING EXPENSES		\$16,485	\$19,788	\$3,303
	TOTAL OPERATING EXPENSES		\$1,285,912	\$1,376,531	\$90,619
	BUDGET CHANGE (dollar)			\$90,619	
	BUDGET CHANGE (percent)			7.0%	

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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



Resolution 215-19

ELECTING TO HAVE LRWRP UPGRADE CHARGES COLLECTED ON THE TAX ROLL FOR FISCAL YEAR 2019-2020

WHEREAS, Vandenberg Village Community Services District was established in 1983 as a local government agency under California Government Code Section 61000, et seq., for the purpose of providing water and wastewater services to the community of Vandenberg Village, an unincorporated area of Santa Barbara County north of Lompoc; and

WHEREAS, pursuant to Government Code Section 61115(a)(1), the Board of Directors (the "Board") of the Vandenberg Village Community Services District (the "District") is authorized to establish rates and charges for services and facilities that the District provides; and

WHEREAS, on July 1, 2010, the District entered into a 35-year Wastewater Service Agreement with the City of Lompoc which requires the District to pay a proportionate share of the \$115 million Lompoc Regional Wastewater Reclamation Plant (LRWRP) Upgrade Project which was completed in 2009; and

WHEREAS, on June 1, 2010, the Board passed and adopted an ordinance prescribing LRWRP Upgrade charges to be collected on the monthly bills; and

WHEREAS, pursuant to Government Code Section 61115(b), the Board desires to provide for the collection of LRWRP Upgrade charges on the tax roll with the general taxes for Fiscal Year 2019-2020; and

WHEREAS, the District General Manager prepared and filed with the Board a report that describes each affected parcel of real property and the amount of charges and delinquencies for each affected parcel for the year; and

WHEREAS, a public hearing was held on June 21, 2019, at 10:00 a.m. at which the Board heard and considered all objections and protests to the report; and

WHEREAS, such notice was published pursuant to Government Code Section 6066 as appears by the affidavit of publication on file in the office of the Secretary; and

NOW, THEREFORE IT IS HEREBY RESOLVED AND ORDERED as follows:

1. Pursuant to Government Section 61115(b) the election is hereby made to have the LRWRP Upgrade charges collected on the tax roll in the same manner, by the same persons, at the same time as, together with, and not separately from, the general taxes.
2. That protest was not made by the owners of a majority of separate parcels of property described in the report and that all objections and protests to the report are overruled.
3. The report and the charges therein are adopted and determined to be final, and the charges shall be collected on the tax roll of the County of Santa Barbara in the manner provided by law.
4. That the Administrative Services Manager of the District is hereby authorized, prior to the submission to the Santa Barbara County Auditor-Controller, to make any necessary modifications to such LRWRP Upgrade charges to correct any errors, omissions or inconsistencies in the listing or categorization of parcels (provided that any such modifications shall not result in an increase in the applicable LRWRP Upgrade charges to any category of parcels).
5. District staff is directed to file a copy of the report with the Auditor-Controller of Santa Barbara County on or before August 12, 2019.
6. The Auditor-Controller of Santa Barbara County shall, upon receipt of the report, enter the amount of the charges set forth therein against the respective lots or parcels as they appear on the assessment roll for Fiscal Year 2019-2020.

PASSED AND ADOPTED by the Board of Directors of the Vandenberg Village Community Services District this 21st day of June, 2019, upon motion by Director _____, seconded by Director _____ and as approved by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Christopher Brooks, President
Board of Directors

ATTEST:

Stephanie Garner
Secretary to the Board of Directors

Notice of Exemption

To: Clerk of the Board
County of Santa Barbara
105 E. Anapamu Street, Room 407
Santa Barbara, CA 93101
(805)568-2240
(805)568-2249 FAX
sbcob@co.santa-barbara.ca.us

From: Vandenberg Village Community Services District
3745 Constellation Road
Lompoc, CA 93436
(805) 733-2475
(805) 733-2109 FAX
administration@vvcasd.org

Project Title: Access Road Lease

Project Location: APN 097-371-049
Lompoc, CA 93436

Description of Nature, Purpose, and Beneficiaries of Project:

Obtain a lease from the California State Lands Commission to use an existing access road approximately 0.5 miles long and 20 feet wide.

The road is located on state-owned land within the Burton Mesa Ecological Reserve. The purpose of the lease is to allow District vehicles, equipment, and employees to avoid high-speed traffic along a steep, curved section of Highway 1 and move safely between the District’s maintenance facilities and the community. The road has been used on an occasional or infrequent basis for over 50 years by private and public utilities to operate, maintain, and repair water/wastewater infrastructure. The road provides a second ingress/egress route for firefighters who may be fighting a wildland fire in this area (classified as a High Fire Hazard Area) as well as utility workers to operate wells and booster pumps that supply water to protect life and property.

Beneficiaries of the project include the 7,400 residents of Vandenberg Village and motorists traveling on Highway 1.

Lead Agency: Vandenberg Village Community Services District

Exempt Status: Categorically exempt per Section 15301(c) of the 2016 California Environmental Quality Act (CEQA) Statute and Guidelines.

Reasons Why Project Is Exempt: The access road is an existing facility and there will be no expansion or increase in use.

Contact Person/Telephone: Joe Barget, General Manager, (805) 733-2475

Signature

Date

Date Received for Filing:

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors

ITEM: 8.D

FROM: Joe Barget, General Manager



DATE: June 21, 2019

SUBJECT: Association of California Water Agencies (ACWA)

Recommendation: Adopt Resolution 214-19 in support of Director Stewart's nomination to the ACWA Region 5 Board of Directors.

Policy Implications:

- ACWA allows only one individual from a member agency to run for election to a region board. Candidates must submit a nomination form and provide an agency resolution in support/sponsorship of their candidacy.
- The District has been a member of ACWA since 1989.

Resource Impacts:

- Region board members are expected to attend region board meetings which are held in conjunction with the two ACWA statewide conferences each year.
- The chair and vice chair of each region board sit on the ACWA Board of Directors which meets every other month in Sacramento.
- Member agencies pay all expenses attendant with service on a region board. These would be funded from the Directors Expense portion of the District's annual operating budget which should be increased if she is elected as chair or vice chair.
- ACWA annual membership dues for 2019 were \$11,550.

Alternatives Considered:

- Nominate someone else.
- Do not nominate anyone.

Discussion: ACWA's membership consists of about 450 public water agencies which provide 90 percent of the water in California. The association is organized into 10 hydrologic regions. The regional structure promotes grassroots activism by uniting members around geography and shared interests and challenges. Regions play an important role in supporting ACWA's goals, engaging in local outreach efforts, and educating ACWA's membership through tours and events.

ACWA region boards consist of up to seven members who serve two-year terms. The next term runs from January 1, 2020 through January 1, 2022. Candidates are required to submit a nomination form and resolution to ACWA by June 28.

VVCSD is an active member of ACWA and Region 5. Directors and managers regularly participate in the two statewide conferences and region events. They are tremendous educational and networking opportunities which have allowed the District to keep abreast of all facets of water policy and local governance. Although VVCSD is one of the smaller agencies within ACWA's membership, we are well-known and respected within the association. The District hosted visits by former ACWA President Kathy Tiegs in June 2017, and newly-appointed ACWA Executive Director Dave Eggerton in April 2019.

In January 2019, the VVCSD Board President Brooks appointed Director Stewart as a representative to ACWA, a representative to the Santa Ynez River Water Conservation District, and the alternate member of the Western Management Agency Groundwater Sustainability Agency for the Santa Ynez River Valley Groundwater Basin. Serving on the AWCA Region 5 Board of Directors would certainly enhance Director Stewart's knowledge and understanding of water, and groundwater in particular, and help her in important roles here locally.

With encouragement from the Board President and General Manager, Director Stewart would like to represent VVCSD and seek election to the ACWA Region 5 Board of Directors.

Attachments:

1. Region Board Candidate Nomination Form
2. Resolution 214-19

Katherine A. Stewart

ACWA Region 5 Board Nomination Form

An appreciation for water stems back to my Air Force Basic Training days in San Antonio, Texas—during the hottest time of the year—when I served as a water monitor. It was mandatory for us to drink two full glasses of water before every meal. At Clark Air Force Base in the Philippines, I remember filling 5-gallon jugs of clean water and taking them with me before venturing off base. In the Philippines you do not drink the water.

I am fascinated with water conservation and innovative ways of solving water problems in California as well as nationwide and globally. As a military veteran, travel is in my blood. Travel is essential to be an effective Region 5 Board Member.



In November 2018, I was elected to the Board of Directors of Vandenberg Village CSD but I regularly attended monthly board meetings for a year prior to joining the board. Vandenberg Village CSD was formed in 1988, joined ACWA in 1989, and has been active in ACWA, ACWA JPIA, and CSDA. I eagerly attended numerous ACWA and CSDA sponsored events since I was elected.

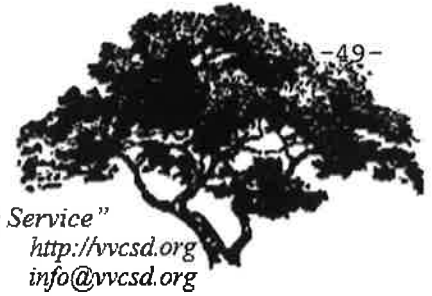
After serving 25 years in the US Air Force, I continue to serve the community through church and school functions. I believe my MPA degree is extremely helpful in making board decisions. An Industrial Engineering Tech Bachelor's degree gives me the technical foundation for understanding water dynamics and formulas. Reading material, water-related articles, videos, weather, daily BC WaterNews, etc., are part of my daily routine.

In addition to being a Director, I sit on two committees: Water/Wastewater and Groundwater Sustainability Agency (GSA). My board president appointed me as our district's representative to ACWA, CSDA, Santa Barbara County Chapter CSDA, and the Santa Ynez River Water Conservation District. I volunteered to serve on an ad hoc committee that brought a weekly Farmers Market to the community. I am currently working with Vandenberg Air Force Base leadership and water staff to assist and combine forces in the event of an emergency.

I would appreciate your vote and be honored to serve on the ACWA Region 5 Board of Directors!

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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Resolution 214-19

June 21, 2019

NOMINATING DIRECTOR KATHERINE A. STEWART AS A BOARD MEMBER OF REGION 5 OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA)

WHEREAS, the Board of Directors of Vandenberg Village Community Services District encourages and supports the participation of its members in the affairs of ACWA; and

WHEREAS, Director Stewart has indicated a desire to serve as a Board Member of ACWA Region 5.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of Vandenberg Village Community Service District:

Does place its full and unreserved support in the nomination of Director Stewart as a Board Member of ACWA Region 5.

Does hereby determine that the expenses attendant with the service of Director Stewart in ACWA Region 5 shall be borne by Vandenberg Village Community Services District.

PASSED AND ADOPTED by the Board of Directors of Vandenberg Village Community Services District this 21ST day of June, 2019, upon motion by Director _____, seconded by Director _____ and as approved by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Stephanie Garner
Secretary to the Board of Directors

Christopher Brooks, President
Board of Directors

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors

ITEM: 8.E

FROM: Joe Barget, General Manager



DATE: June 21, 2019

SUBJECT: General Manager

Recommendations:

- Extend the General Manager's employment agreement for six months.
- Approve a 3.0 percent cost of living allowance effective July 1.

Policy Implications:

- Government Code §61050 requires the Board of Directors to appoint a general manager and a treasurer and to set compensation.
- VVCSD Code of Ordinances §1.3.4 appointed the General Manager as Treasurer in accordance with Government Code §61053.
- Like most special districts, VVCSD has historically used a separate agreement to set compensation, term, and other conditions of employment for the General Manager position.

Alternatives Considered:

- Do not extend the employment agreement or approve a cost of living allowance.
- Otherwise change compensation, term, or conditions of employment.

Resource Impacts:

- A 3.0 percent cost of living allowance would increase annual salary from \$170,135 to \$175,235.
- Funds for a 3.0 percent cost of living allowance for all employees are included in the FY 2019-20 Operating Expense Budget.

Discussion: The Board of Directors entered into a one-year employment agreement and appointed Joe Barget as General Manager on August 16, 2004. Over the years, the Board has extended the term and increased salary, either by written agreement or Board action.

At the March 5 meeting, the Board approved a 3.0 percent cost of living increase based on the annual change in the CPI-W, West B/C Index, effective July 1 for all employees except the General Manager.

The current term of my employment is set to end on August 16, 2019. I am nearing retirement but have the ability and desire to continue working a while longer. Accordingly, I request a six-month extension to the employment agreement and the same cost of living allowance as other District employees.

Attachments: None

Special Districts Legislative Days – Sacramento, May 21-22

- Three prominent state officials spoke at the conference:
 - Honorable Mike McGuire – California State Senator
 - Gabriel Petek – Legislative Analyst
 - Keely Bosler – Director of the California Department of Finance
- Advocacy Day (at the Capitol)
 - Legislative Group 14 – Santa Ynez CSD, VVCSD, Goleta SD
 - Office of Senator Hannah-Beth Jackson
 - Office of Assemblyman Jordan Cunningham
- Advocacy – 3 items of pending legislation:
 - Assembly Concurrent Resolution (ACR) 89 – Proclaims September 22-28, 2019 to be Special Districts Week – **SPONSOR**
 - Assembly Constitutional Amendment (ACA) 89 – Provides a new 55 percent voter threshold for local agencies to pass special taxes or general obligation bonds for infrastructure and housing projects – **SUPPORT**
 - Senate Bill (SB) 13 – Prohibits local agencies from charging development impact fees on accessory dwelling units (ADUs) smaller than 750 square feet – **OPPOSE**
- Policy Day
 - State and Local Partnership on Disaster Preparedness, Preparation, and Recovery – Mark Ghilarducci, Director Governor’s Office of Emergency Services
 - Public Safety Power Shutoff (PSPS)
 - Montecito Disaster, land use restrictions
 - Cyber Security Threats
 - Special District Revenue Trials and Trends - Lutfi Kharuf, Associate, Best Best & Krieger

SANTA YNEZ COMMUNITY SERVICES DISTRICT

-55-

Mailing Address: P.O. Box 667, Santa Ynez, CA 93460-0667 • (805) 688-3008

June 12, 2019

Re: Vote for Jeff Hodge Seat B Coastal Network, CSDA Board of Directors

Good day,

I am Jeff Hodge, General Manager of the Santa Ynez CSD. My Board has nominated me to run for another term for the Coastal Network Seat B CSDA Board of Directors to represent your district and our Region. I have also been endorsed by the Santa Barbara Chapter CSDA. In 2016, I was elected to the Coastal Network and has served as your representative for the last three years. During this time, I have served as the Secretary and I am currently the Vice President of CSDA. I have also served as the Vice Chair of the Legislative Committee for the last three years.

I have over 20 years of experience representing and managing special districts.

Thank you for taking the time to place this matter on your agenda and voting for me as your representative on the CSDA Board.

The CSDA ballot will be sent electronically to the designated main contact of the District.

Please return your ballot no later than **August 9, 2019** per the instructions received from CSDA.

Thank You for your vote.


Jeff Hodge
General Manager



MAY 30 19

STAFF -57-

PL

CARI C. LEMKE
GENERAL MANAGERSCOTT DALTON
SUPERINTENDENTPhone (650) 355-3462
Fax (650) 355-0735

DIRECTORS
JOSHUA COSGROVE, *President*
ANNE DE JARNATT, *Vice-President*
THOMAS J. PICCOLOTTI, *Director*
RON ASH, *Director*
JACK BURGETT, *Director*
RUSSELL CONROY,
Director Emeritus
2400 Francisco Blvd.
P.O. Box 1039
Pacifica, CA 94044
www.nccwd.com



May 28, 2019

Honorable Board Member:

Currently I am a Director of the ACWA Region 5 Board. Your agency will be asked to vote for the Region 5 Board this fall (between August 1 and September 30). Your participation is critical to the success of our ACWA Region 5 Mission. I am a candidate for re-election and respectfully request your vote.

I am completing my second term on the North Coast County Water District Board of Directors. I am on the Membership Committee, Energy Committee, Groundwater Committee, Capital Improvement Program Committee, and Public Outreach and Conservation Committee. I am also on the Building Seismic Relocation Advisory Committee, Drought Preparedness Advisory Committee, General Manager Recruitment Advisory Committee and Energy Advisory Committee.

During my time on the Board, I have been actively engaged in ACWA and ACWA/JPIA on the Membership, Vote Verification, Energy and Ground Water Committees.

If I am elected for another term to the ACWA Region 5 Board, I will commit to working collaboratively with fellow Board members to provide the best possible service to our forty-nine Region 5 ACWA/JPIA members.

Thank you.

Jack Burgett
Director, ACWA Region 5
Director, North Coast County Water District
Phone: (650) 359-5637
Email: dburgettmarine66@att.net



Jack Burgett
P.O. BOX 1039
PACIFICA, CA 94044

(650) 355-3462 District
(650) 799-3055 Cell
(650) 355-0735 Fax

Candidate for:
ACWA REGION 5
BOARD OF DIRECTORS



Directors Jack Burgett & Joshua Cosgrove pictured at the December, 2018 reorganization of the NCCWD Board.

ASSOCIATIONS

**Board Member, Board of Directors of the North Coast County Water District
Elected 2012, 2 Years Board President**

- Board Member, ACWA Region 5
- Member, ACWA Membership Committee
- Member, ACWA Energy Committee
- Member, ACWA Groundwater Committee
- District Representative, ACWA
- District Representative, ACWA Region 5
- District Representative/ Director, ACWA/JPIA

DISTRICT COMMITTEES SERVED

- Capital Improvement Program Committee
- Public Outreach & Conservation Committee
- Building Seismic Relocation Advisory Committee
- Drought Preparedness Advisory Committee
- General Manager Recruitment Advisory Committee
- Energy Advisory Committee

Over 50 + Years Experience in Local Government, Education, Athletics:

- City College of San Francisco, Athletics
- College of San Mateo, Athletics
- County of San Mateo Superior Court, Grand Juror
- County of San Mateo Superior Court, Law Enforcement Committee
- Jefferson High School, Teacher
- Jefferson High School, Vice-Principal-Administration
- Lick-Wilmerding High School, Athletics
- Thornton High School, Teacher
- United States Marine Corp., Sergeant

ORGANIZATIONS

- Citizen Organization for Police Station (COPS)
- Veterans of Foreign Wars (VFW)
- American Football Coaches Associations (AFCA)

PROFESSIONAL ASSOCIATIONS & LICENSES

- CSDA's Special District Leadership Academy
- Standard Teaching Credential with Specialization in Secondary Teaching

EDUCATION

- San Francisco State University –B.A., Geography
- San Francisco State University – M.A., Educational Administration