

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

3757 Constellation Road • Vandenberg Village • Lompoc, CA 93436
Telephone: (805) 733-2475 • Fax: (805) 733-2109



"Pride in Community Service"

<http://vvcasd.org>
info@vvcasd.org

NOTICE: The Board of Directors of the Vandenberg Village Community Services District will hold a Regular Meeting at 7:00 p.m., on Tuesday, September 5, 2006 at the District Office Conference Room, 3757 Constellation Road, Vandenberg Village, in compliance with Section 54954.2, 54957, 54957.1(a) 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. The Board package is available at the Vandenberg Village Public Library and on the District's website at <http://www.vvcasd.org>.

AGENDA

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL: Directors Brooks, Fox, Redmon, Rowland, 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. CONSENT CALENDAR

- A. Approval of Minutes of the August 1, 2006 Regular Meeting
..... page 1
- B. Approval of Disbursements through August 31, 2006 page 6

7. ACTION ITEMS

- A. Connection Fees: Review annual report and disclose information page 13
- B. Public Official Reimbursement Report: Review annual report and disclose information page 16
- C. Investment Policy: Consider updating the policy and minor changes..... page 18
- D. California Special Districts Association (CSDA): Vote for a Director for Region 5 page 22

8. CLOSED SESSION

Discuss general manager contract amendment issues brought up by legal counsel pursuant to Government code §54957.

Following the closed session the Board will publicly report, orally or in writing, any action taken in closed session and the vote or abstention thereon, as required by Government Code §54957.1 (a).

9. REPORTS

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

10. INFORMATIONAL CORRESPONDENCE

- A. Letter to Mr. Robert Almy regarding Memorandum of Understanding (MOU) for Integrated Regional Water Management Plan (IRWMP)..... page 27
- B. Letter to Senator Tom McClintock in opposition to Proposition 90..... page 28
- C. Letter to Mr. David Pawlowski regarding water and sewer issues..... page 30

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

12. ADJOURN

**MINUTES
REGULAR MEETING**

August 1, 2006

The Board of directors of the Vandenberg Village Community Services District met for a Regular Meeting, at 7:00 p.m. on Tuesday, August 1, 2006 at the District Office Conference Room.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

- 2. ROLL CALL:** Directors Brooks, Fox, Redmon, Rowland.
President Wyckoff was absent.

OTHERS PRESENT

Joe Barget, General Manager, was present.

3. ADDITIONS AND DELETIONS TO AGENDA

There were no additions or deletions to the Agenda.

4. PUBLIC FORUM:

Vice President Fox opened the Public Forum at 7:02 p.m. There were no members of the public present; Vice President Fox closed the Public Forum at 7:03 p.m.

5. OPERATIONS REPORT

The General Manager reported the district pumped 65.9 million gallons of water in July. The average daily demand was 2.1 million gallons. This was the most water pumped in a single month since he has been working at Vandenberg Village.

The field crew replaced two polybutylene service lines and five angle stops in July. The field crew has been working on the capital project installing 16-inch pipeline from Site 1 to Tank 3. The field crew laid 500 feet of the total 1,100 feet of pipeline.

To complete his report, the General Manager said he issued Central Automation the Notice to Proceed for the Supervisory Control and Data Acquisition (SCADA) Replacement Project effective July 17. The project is to be completed within 120 days. Central Automation reported they have ordered and received most of the equipment and are waiting for the radios. Operational testing of the system is set to begin at their facility in Bakersfield next week.

6. CONSENT CALENDAR

A. Approval of Minutes of the July 11, 2006 Regular Meeting

B. Approval of Monthly Financial Reports

C. Approval of Disbursements through July 31, 2006

Motion by Director Rowland, seconded by Director Redmon to approve the consent calendar as presented.

Unanimous

7. ACTION ITEMS

A. Integrated Regional Water Management Plan (IRWMP)

Director Rowland suggested the IRWMP as a topic for the next joint board meeting with Mission Hills Community Services

District, and said we should invite the Lompoc Utilities Director and his water manager.

Motion by Director Redmon, seconded by Director Brooks, to approve the Memorandum of Understanding (MOU) with the qualification that the County guarantee the IRWMP will be completed by January 1, 2007; and to have the General Manager participate as a member of the Steering Committee.

Unanimous

B. Proposition 90, the "Anderson Initiative"

The Directors discussed the proposition at length and the potential ramifications to the District. All agreed that the District should oppose the proposition and send a letter to Senator McClintock.

Motion by Director Rowland, seconded by Director Brooks to have Director Fox and the General Manager revise the draft letter to Senator McClintock based on tonight's discussion, expressing repugnance toward the proposition; and to have Vice President Fox sign the "No on Proposition 90" Form.

Unanimous

8. REPORTS

A. Committees

No committees met.

B. District Representatives to External Agencies

President Wyckoff, Directors Fox and Redmon, and General Manager Joe Barget attended the monthly Santa Barbara County Special District Association meeting on July 24. Jim

Raggio, CEO of the Lompoc Healthcare District, gave an extemporaneous talk about the new hospital project.

C. Board President

No comments from Vice President Fox.

D. General Manager

The General Manager reported the filing period for the two VVCSD seats up for election closes on August 11. Stephanie called the elections office for an update and two individuals have pulled papers, Director Fox and Director Redmon.

The Lompoc Regional Wastewater Reclamation Plant project schedule has slipped about a month. The bid opening will be on August 29.

There was a letter in the *Lompoc Record* titled "Service Rates Keep Climbing", written by Mr. Joseph Bousquet, a resident of Vandenberg Village. The General Manager said he will prepare a letter to Mr. Bousquet addressing his concerns. The General Manager asked the Directors to give some thought to our rate structure (use charges and service charges) due to recent complaints about the fee increase. Director Rowland responded that community services districts have large fixed costs and in order to have water available when you turn on the faucet, you need to pay service charges.

To conclude his report, the General Manager reminded the Directors of the upcoming conferences and said he has tentatively scheduled a vacation for October 1-29.

9. INFORMATIONAL CORRESPONDENCE

10. DIRECTORS' FORUM:

Director Fox will be on vacation from August 11-25.

11. ADJOURN

There being no further business to come before the board,

Motion by Director Fox and seconded by Director Brooks to adjourn the meeting at 8:00 p.m.

Unanimous

Respectfully Submitted,

Approved as to form,

Stephanie Vlahos-Rivera
Secretary, Board of Directors

Anthony Fox
Vice President, Board of Directors

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

Disbursement # 9/06 From 8/1/06 To 8/31/06
 Board Meeting Date 9/5/06 Item: 6.B.

Accounts Payable Amount \$134,615.87

Check Numbers 13505 -13566

Void Checks none

Electronic Vendor Payment Amount _____

Confirmation Number _____

A/P Hand Check Amount _____

Check Numbers _____

Payroll Amount \$50,205.79

Check Numbers payroll is electronically transferred

Investments _____

Wire Numbers _____

Disbursements/Investments

A/P Checks \$134,615.87

Electronic Vendor Payments \$0.00

A/P Hand Checks \$0.00

Payroll \$50,205.79

Investments \$0.00

TOTAL \$184,821.66

REPORT.: Aug 31 06 Thursday
 RUN...: Aug 28 06 Time: 16:17
 Run By.: PATTY LECAVALIER

VVCS D
 Cash Disbursement Detail Report
 Check Listing for 08-06 Bank Account.: 13100

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 ID #: PY-DP
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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
013505	08/08/06	/B014	KEITH BALL	130.00	.00	130.00	A60803	TOILET RETROFIT-BAL0013-1 TOILET
013506	08/08/06	/G017	GRIM, SANDRA	130.00	.00	130.00	A60803	TOILET RETROFIT-GRI0007-1 TOILET
013507	08/08/06	/H018	HANSEN, TOM	260.00	.00	260.00	A60803	TOILET RETROFIT-HAN0005-2 TOILETS
013508	08/08/06	/T003	TAYLOR, RICHARD	130.00	.00	130.00	A60803	TOILET RETROFIT-TAY0009-1 TOILET
013509	08/08/06	/Z003	ZAVALA, RIGOBERTO	130.00	.00	130.00	A60803	TOILET RETROFIT-ZAV0001-1 TOILET
013510	08/08/06	ACE01	ACECO EQUIPMENT CO., INC.	59.64	.00	59.64	44478	SAW RENTAL
013511	08/08/06	ACW04	ACWA	50.00	.00	50.00	102844	ACWA 2006 SALARY SURVEY
013512	08/08/06	AME05	AMERICAN COMPUTER SUPPLY	414.80	.00	414.80	362976	HP1200 HI-YIELD TONER
				414.80	.00	414.80	362977	HP1200 HI-YIELD TONER
			Check Total.....:	829.60	.00	829.60		
013513	08/08/06	ARA01	ARAMARK UNIFORM SERV.INC.	39.67	.00	39.67	3975090	CONTINUOUS TOWELS,SHOP TO WELS 7/20/06
013514	08/08/06	CAL12	CALIF RURAL WATER ASSOC	650.00	.00	650.00	A60803	CRWA 2006 MEMBERSHIP DUES
013515	08/08/06	CAL13	CALIFORNIA DODGE	596.72	.00	596.72	CHCS17856	BRAKE SERVICE-UNIT 8 - PO #1425
013516	08/08/06	CEN02	CENTRAL AUTOMATION, INC.	12960.00	.00	12960.00	CA-264	SCADA PROJECT-ELECT &HARD WARE DESIGN,PROGRAM CODE
013517	08/08/06	CON04	CONOCO INC.	994.59	.00	994.59	39896607	304.55 GALS FUEL
013518	08/08/06	COR01	CORBIN WILLITS SYSTEM INC	551.98	.00	551.98	A607151	SERVICE AND ENHANCEMENT F EE 8/06
013519	08/08/06	COV01	COVERALL/MIDSTATE CALIF	150.00	.00	150.00	223042132	JANITORIAL SERVICE 8/06
013520	08/08/06	CSD01	CALIFORNIA SPECIAL	720.00	.00	720.00	A60803	REGISTRATION-CSDA CONFERENCE-J.BARGET/A.FOX

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
013521	08/08/06	DEB01	DEBOLT ELECTRIC	476.00	.00	476.00	6052	CHECK CONTROL CIRCUIT,REPLACE ALTERNATOR CIRCUIT
013522	08/08/06	FER01	FERGUSON ENTERPRISES INC	1380.29	.00	1380.29	1107082	VALVES,SADDLE,NUTS-PO#1423
				532.03	.00	532.03	1120881	PARTS TO CAP OFF 12" MAIN TO FILTER
				2134.53	.00	2134.53	1124852	45 BENDS,TEE-16" PIPE PROJECT-PO#1426
				264.53	.00	264.53	1124897	FLANGE PARTS,GASKETS-16" PIPE PROJECT-PO#1423
			Check Total.....:	4311.38	.00	4311.38		
013523	08/08/06	IMP01	IMPAC GOVERNMENT SERVICES	430.00	.00	430.00	203210721	LODGING-CSDA-JB,AF/PAYFLOW MONTHLY FEES
013524	08/08/06	IMP10	IMPULSE INTERNET SERVICES	30.00	.00	30.00	434483	INTERNET DSL ACCOUNT 7/13-8/12/06
013525	08/08/06	LOM01	CITY OF LOMPOC, FINANCE	43.65	.00	43.65	62431	LANDFILL CHARGES 6/06
				48995.79	.00	48995.79	62478	6/06 M&O,6/06 ESTIMATE,7/06 ESTIMATE
			Check Total.....:	49039.44	.00	49039.44		
013526	08/08/06	LOR01	LORMAN EDUCATION SERVICES	124.99	.00	124.99	2128158-2	MANUAL-PUBLIC WORKS CONSTRUCTION:NEW AND DRAMATIC
013527	08/08/06	MIL01	MILLER GARDEN CENTER	126.00	.00	126.00	23927	OFFICE YARD MAINTENANCE 7/06
013528	08/08/06	NAP01	NAPA (BREMER) AUTO PARTS	46.49	.00	46.49	136773	VEHICLE/TRAILER MAINTENANCE
013529	08/08/06	OFF04	OFFICE DEPOT	77.40	.00	77.40	49630706	BINDING COMBS,PAPER,PENS,TAPE,FLAGS;RETURN REST
013530	08/08/06	PGE01	PACIFIC GAS & ELECT. INC.	5949.66	.00	5949.66	68720706	PGE CHARGES 6/15-7/17/06
013531	08/08/06	QUI03	QUINN COMPANY	771.21	.00	771.21	1151840	RENT LOADER FOR 16" PIPE PROJECT-PO#1417
				1150.13	.00	1150.13	1153320	SAW BLADES; TRAFFIC SAFETY CONES -PO#1421

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
Check Total.....:				1921.34	.00	1921.34		
013532	08/08/06	RAM01	RAMSEY, SCOTT	1500.00	.00	1500.00	1395	SLURRY-VANGUARD AND SITE 1
013533	08/08/06	SAN01	SANTA YNEZ RIVER	2429.00	.00	2429.00	A60803	USGS GROUNDWATER MONITORING FY06
013534	08/08/06	SOU01	SO.CALIFORNIA GAS CO.INC.	67.48	.00	67.48	79000706	SO.CALIF GAS-WELL 1B 6/27-7/26/06
				19.90	.00	19.90	84000706	SO.CALIF GAS-OFFICE 6/23-7/25/06
Check Total.....:				87.38	.00	87.38		
013535	08/08/06	STA09	STAPLES CREDIT PLAN	507.16	.00	507.16	53690706	INK,TAPE,BAGS,SHREDDER
013536	08/08/06	UND01	UNDERGROUND SERVICE ALERT	32.00	.00	32.00	720060703	USA TICKETS (20 @ \$1.60)
013537	08/08/06	VAL01	VALLEY WELDING & MACHINE	24.60	.00	24.60	49019	REMOVE BROKEN 1 1/2" NIPPLE STA 4 PUMP
013538	08/08/06	VAL03	VALLEY ROCK	63.71	.00	63.71	51771	READY-MIX CONCRETE
				35.41	.00	35.41	52043	LAVA ROCK, PVC PARTS
				213.08	.00	213.08	R37171	SLURRY-4159 CONSTELLATION
Check Total.....:				312.20	.00	312.20		
013539	08/08/06	VER01	VERIZON CALIFORNIA	238.56	.00	238.56	24750706	VERIZON 733-2475 7/13-8/13/06
				60.84	.00	60.84	36150706	VERIZON 733-3615 7/13-8/13/06
				43.73	.00	43.73	39750706	VERIZON SCADA SYSTEM 7/13-8/13/06
Check Total.....:				343.13	.00	343.13		
013540	08/08/06	WAY01	WAYNE'S TIRE INC	465.49	.00	465.49	597169	REPLACE AND BALANCE 4 TIRES-UNIT 9
013541	08/08/06	\C014	CPH LOMPOC LLC,	1.45	.00	1.45	000A60701	CUSTOMER REFUND - CPH0078
013542	08/08/06	\C015	CPH LOMPOC LLC,	6.50	.00	6.50	000A60701	CUSTOMER REFUND - CPH0129

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
013543	08/08/06	\F002	FIGUEROA, ALEX O.	9.81	.00	9.81	000A60701	CUSTOMER REFUND - FIG0002
013544	08/08/06	\G002	GARCIA, JOSEPH D.	21.68	.00	21.68	000A60701	CUSTOMER REFUND - GAR0026
013545	08/08/06	\H010	HALL, JAMES M.	6.97	.00	6.97	000A60701	CUSTOMER REFUND - HAL0028
013546	08/08/06	\H011	HAY, KENNETH	6.55	.00	6.55	000A60701	CUSTOMER REFUND - HAY0007
013547	08/08/06	\P003	PECYNA, CYNTHIA	19.67	.00	19.67	000A60701	CUSTOMER REFUND - PEC0007
013548	08/08/06	\S005	SALAZAR, JESUS M.	77.27	.00	77.27	000A60701	CUSTOMER REFUND - SAL0011
013549	08/08/06	\S006	STENCH, BARBARA	12.84	.00	12.84	000A60701	CUSTOMER REFUND - STE0026
013550	08/22/06	ASC01	ACWA SERVICES CORPORATION	4877.40	.00	4877.40	01840906	GROUP MEDICAL,DENTAL,VISION,LIFE 9/06
013551	08/22/06	AWA01	AMERICAN WTR WORKS ASSOC	71.00	.00	71.00	502372	AWWA MEMBERSHIP DUES 11/06-10/07 - MD
				288.00	.00	288.00	503228	AWWA MEMBERSHIP DUES 11/06-10/07-JB
			Check Total.....:	359.00	.00	359.00		
013552	08/22/06	BAS01	BASIC CHEMICAL SOLUTIONS	680.98	.00	680.98	SI5199640	500 GALS NaHSO3
				616.33	.00	616.33	SI5205581	450 GALS NaHSO3
				584.01	.00	584.01	SI5211790	425 GALS NaHSO3
			Check Total.....:	1881.32	.00	1881.32		
013553	08/22/06	CCW01	CCWUA	100.00	.00	100.00	A60815	CCWUA TECHNOLOGY WORKSHOP -JL,MG
013554	08/22/06	CLS01	CLINICAL LABS OF SAN	644.00	.00	644.00	746120	BACTERIA TESTS 7/06,RADIUM TESTS 6/06
013555	08/22/06	COR01	CORBIN WILLITS SYSTEM INC	1295.78	.00	1295.78	000A60731	SOFTWARE UPGRADE FOR ECOMMERCE;S&E FEE INCREASE
013556	08/22/06	DEL01	DELL COMMERCIAL CREDIT	310.24	.00	310.24	47320806	MEMORY UPGRADE FOR SERVER
013557	08/22/06	FEN01	FENCE FACTORY	532.00	.00	532.00	509188	FENCE REPAIR-SITE1-PO#1422
013558	08/22/06	HEA01	HEALTH SANITATION	40.61	.00	40.61	10820706	TRASH COLLECTION 7/06

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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Description
013559	08/22/06	HOM02	HOME DEPOT	228.11	.00	228.11	10020706	PARTS FOR IRRIGATION SYST EM,WEED CONTROL
013560	08/22/06	NAT01	NATIONAL GROUP TRUST	660.39	.00	660.39	23940906	LONG TERM DISABILITY 9/06
013561	08/22/06	PGE01	PACIFIC GAS & ELECT. INC.	26093.30	.00	26093.30	68720706A	PGE CHARGES 4/14-7/17/06
013562	08/22/06	PIO01	PIONEER AMERICAS LLC	2500.78	.00	2500.78	38732454	2378 GALS NaOCL
				2414.54	.00	2414.54	38735366	2296 GALS NaOCL
				2559.67	.00	2559.67	38738861	2434 GALS NaOCL
				2448.19	.00	2448.19	38741800	2328 GALS NaOCL
Check Total.....:				9923.18	.00	9923.18		
013563	08/22/06	SAN18	SANTA BARBARA COUNTY SDA	26.00	.00	26.00	A60815	SBCSDA MEETING MEAL - R.W YCKOFF
013564	08/22/06	VER02	VERIZON WIRELESS	173.16	.00	173.16	062044736	VERIZON CELLULAR PHONE SE RVICE 8/2-9/1/06
013565	08/22/06	VRE01	JIM VREELAND FORD	33.92	.00	33.92	C31024	OIL CHANGE-UNIT 9
				388.81	.00	388.81	C31042	60K MILE MAINTENANCE-UNIT 9
				244.05	.00	244.05	C31061	OIL CHANGE,BRAKE SERVICE- UNIT 8
Check Total.....:				666.78	.00	666.78		
013566	08/24/06	SAN18	SANTA BARBARA COUNTY SDA	26.00	.00	26.00	A60824P	SBCSDA MEETING MEAL - A. FOX
Cash Account Total.....:				134615.87	.00	134615.87		
Total Disbursements.....:				134615.87	.00	134615.87		
Cash Account Total.....:				.00	.00	.00		

REPORT.: Aug 31 06 Thursday
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VVCS D
 Cash Disbursement Detail Report - Payroll Vendor Payment(s)
 Check Listing for 08-06 Bank Account.: 13101

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 ID #: PY-DP
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Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
9045	08/08/06	PUB02	PUBLIC EMPLOYEES	4412.41	.00	4412.41	A60811	PERS EPMC PP#16
49728	08/25/06	PUB02	PUBLIC EMPLOYEES	4382.61	.00	4382.61	A60825	PERS EPMC PP#17
54573	08/08/06	PER04	STATE STREET BANK & TRUST	870.00	.00	870.00	A60811	EMPLOYEE PERS 457 PP#16
57491	08/25/06	PER04	STATE STREET BANK & TRUST	870.00	.00	870.00	A60825	EMPLOYEE PERS 457 PP#17
90150	08/08/06	EMP01	EMPLOYMENT DEVELOP.DEPART	1043.77	.00	1043.77	A60811	STATE WH TAXES PP#16
90151	08/08/06	EMP01	EMPLOYMENT DEVELOP.DEPART	162.85	.00	162.85	1A60811	STATE DISABILITY PP#16
350770	08/25/06	EFT01	EFTPS	2779.75	.00	2779.75	A60825	FEDERAL WH TAXES PP#17
350771	08/25/06	EFT01	EFTPS	600.78	.00	600.78	1A60825	FICA MEDICARE PP#17
495940	08/25/06	EMP01	EMPLOYMENT DEVELOP.DEPART	1080.31	.00	1080.31	A60825	STATE WH TAXES PP#17
495941	08/25/06	EMP01	EMPLOYMENT DEVELOP.DEPART	165.73	.00	165.73	1A60825	STATE DISABILITY PP#17
502830	08/08/06	EFT01	EFTPS	2757.09	.00	2757.09	A60811	FEDERAL WH TAXES PP#16
502831	08/08/06	EFT01	EFTPS	592.18	.00	592.18	1A60811	FICA MEDICARE PP#16
Cash Account Total.....:				19717.48	.00	19717.48		
Total Disbursements.....:				19717.48	.00	19717.48		
				=====	=====	=====		

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
AGENDA MEMORANDUM

TO: Board of Directors ITEM: 7.A.
FROM: Joe Barget, General Manager
Cynthia Allen, Office Manager
Patricia LeCavalier, Finance Administrator
DATE: September 5, 2006
SUBJECT: Connection Fees

Recommendation: Review the attached report.

Policy Implications: Government Code §66013(d) requires the District to deposit fees collected for facilities in existence or to be constructed in the future to be deposited in a separate capital facilities fund. The District is also required to make the following information available to the public within 180 days of the end of a fiscal year:

- A description of the charges deposited in the fund.
- The beginning and ending balance of the fund and interest earned.
- The amounts collected this fiscal year.
- Improvements completed in past and current fiscal year and the amount expended.
- Improvements anticipated for future fiscal years.

Resource Impacts: The amount allocated to future projects is subject to reimbursement to the developer if not used within five years of receipt.

Discussion: This fiscal year, the District received \$440,737.92 in water and wastewater connection fees from Capital Pacific Homes. Of that, \$333,319.35 has been allocated to buy-in fees, \$95,677.30 to completed capital improvement projects, and \$11,741.27 to future projects.

Attachment: Summary Report of Connection Fees dated 6/30/06

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
SUMMARY REPORT OF CONNECTION FEES
06/30/2006**

WATER FUND

Buy-in Fee (per SFE) \$2,658.94
Capacity Charge (per SFE) \$962.27

Capital Improvement Plan (Development Share):

Construct 2nd Million Gallon Tank

Date Project Completed: 01/06/1999
Development Share 75% \$212,506.26
Capacity charges applied prior fiscal years (75,994.41)
Capacity charges applied current fiscal year (25,639.18)
Balance remaining to be funded \$110,872.67

Water System Evaluation (AutoCAD Plat Maps)

Date Project Completed: Not Complete
Development Share 20% \$6,120.00
Capacity charges applied prior fiscal years (302.69) Restricted
Capacity charges applied current fiscal year (777.17) Restricted
Balance remaining to be funded \$5,040.14

Water Quality Improvement Project - Pilot Study

Date Project Completed: Not Complete
Development Share 20% \$22,000.00
Capacity charges applied prior fiscal years (427.79) Restricted
Capacity charges applied current fiscal year (1,541.27) Restricted
Balance remaining to be funded \$20,030.94

16" pipe from Tank 3 to Site 1

Date Project Completed: Not Complete
Development Share 20% \$15,000.00
Capacity charges applied prior fiscal years 0.00 Restricted
Capacity charges applied current fiscal year (497.65) Restricted
Balance remaining to be funded \$14,502.35

Automatic Meter Reading Devices

Date Project Completed: Not Complete
Development Share 20% \$5,000.00
Capacity charges applied prior fiscal years 0.00 Restricted
Capacity charges applied current fiscal year (165.83) Restricted
Balance remaining to be funded \$4,834.17

Automatic Meter Reading Radio Transmitters

Date Project Completed: Not Complete
Development Share 20% \$75,000.00
Capacity charges applied prior fiscal years 0.00 Restricted
Capacity charges applied current fiscal year (2,488.27) Restricted
Balance remaining to be funded \$72,511.73

Water Quality Improvement Project

Date Project Completed: Not Complete
Development Share 20% \$200,000.00
Capacity charges applied prior fiscal years 0.00 Restricted
Capacity charges applied current fiscal year (6,635.49) Restricted
Balance remaining to be funded \$193,364.51
\$421,156.51

WATER FUND - Developers' Reserve Beginning Balance	07/01/2005	\$730.48
Connection Fees Collected		\$235,413.05
Buy in Fees applied		(\$197,839.05)
Capacity Charges applied to completed projects		(\$25,639.18)
Interest Earned		\$170.87
WATER FUND - Developers' Reserve Ending Balance	06/30/2006	<u>\$12,836.17</u>

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
SUMMARY REPORT OF CONNECTION FEES
06/30/2006**

WASTEWATER FUND

Buy-in Fee (per SFE) \$1,640.22
Capacity Charge (per SFE) \$947.13

Capital Improvement Plan (Development Share):

Lompoc Regional Wastewater Reclamation Plant - Capital Costs

Date Project Completed: 12/06/1988
Development Share 20% \$237,406.61
Capacity charges applied prior fiscal years (71,628.35)
Capacity charges applied current fiscal year (62,239.69)

Balance remaining to be funded \$103,538.57

Lompoc Regional Wastewater Reclamation Plant - Upgrade

Date of Expenditure: 10/12/2004
Development Share 20% \$234,960.00
Capacity charges applied prior fiscal years 0.00
Capacity charges applied current fiscal year (7,798.44)

Balance remaining to be funded \$227,161.56

Wastewater System Evaluation

Date Project Completed: Not Complete
Development Share 20% \$6,120.00
Capacity charges applied prior fiscal years 0.00 *Restricted*
Capacity charges applied current fiscal year (203.17) *Restricted*

Balance remaining to be funded \$5,916.83

L/S #1 Upgrade (APN 097-371-008 only)

Date Project Completed: Not Complete
Development Share 75% \$22,500.00
Capacity charges applied prior fiscal years 0.00 *Restricted*
Capacity charges applied current fiscal year 0.00 *Restricted*

Balance remaining to be funded \$22,500.00

L/S #2 Upgrade (APN 097-371-019 only)

Date Project Completed: Not Complete
Development Share 20% \$5,000.00
Capacity charges applied prior fiscal years 0.00 *Restricted*
Capacity charges applied current fiscal year 0.00 *Restricted*

Balance remaining to be funded \$5,000.00

\$364,116.96

WASTEWATER FUND - Developers' Reserve Beginning Balance	07/01/2005	\$0.00
Connection Fees Collected		\$205,324.87
Buy in Fees applied		(135,480.30)
Capacity Charges applied to completed projects		(70,038.12)
Interest Earned		\$396.72
WASTEWATER FUND - Developers' Reserve Ending Balance	06/30/2006	\$203.17

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 7.B.

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

DATE: September 5, 2006

SUBJECT: Public Official Reimbursement Report

Recommendation: Review the list of reimbursements in the table below.

Policy Issues:

- California Government Code § 53065.5 requires special districts to disclose any reimbursement of at least \$100 for each individual charge paid to any employee or member of the governing body.
- An “individual charge” includes but is not limited to one meal, lodging for one day, transportation, or a registration fee.
- The disclosure requirement must be fulfilled by publishing the information and making it available for public inspection.

Resource Impact: All of the reimbursements in this report are funded in the District’s annual budget for employee travel expense and Directors expense.

Discussion:

The following table lists, chronologically, the charges subject to disclosure:

Date	Individual	Description	Amount Paid
Sep-05	Michael Garner	Mileage Reimbursement – Tri-State Seminar	\$384.14

Date	Individual	Description	Amount Paid
Oct-05	Cynthia Allen	Mileage Reimbursement – Special District Institute Seminar	\$256.18
Oct-05	Christopher Brooks	Mileage Reimbursement – Special District Institute Seminar	\$256.18
Jun-06	Joe Barget	Reimbursement – Special District Administrator Exam Certification Fee	\$225.00
		Total	\$1,121.50

Although only individual charges of \$100 or more are required to be disclosed, the District has chosen to disclose all costs incurred by employees and directors for travel, meals, lodging, and registration. This information is detailed on a computer printout which is available for public inspection at the District Office.

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 7.C.

BY: Joe Barget, General Manager
Cynthia Allen, Office Manager
Patricia LeCavalier, Finance Administrator

DATE: September 5, 2006

SUBJECT: Investment Policy

Recommendation: Adopt the attached statement of investment policy.

Policy Issues:

- The District has established an alternative depository to the County Treasurer and appointed the General Manager as its Treasurer as authorized in California Government Code §61053.
- Community services districts with alternative depositories are required to manage finances in accordance with California Government Code §53600-53686.
- California Government Code §53646(a)(2) states that the treasurer or chief fiscal officer of a local agency may annually render to the legislative body and any oversight committee a statement of investment policy, which the legislative body shall consider at a public meeting. Any change in the policy must also be also be considered by the Board at a public meeting.

Resource Impacts: None.

Discussion:

The Board has customarily reviewed and adopted a statement of investment policy every year. The last one was adopted in September 2005.

The District currently invests in five investments:

- Local Agency Investment Fund (LAIF)
- Santa Barbara County Treasury
- US Treasury Notes
- Bank Certificates of Deposits (CDs)
- Money Market Savings

Minor changes to the Statement of Investment Policy are recommended:

- Eliminate “maximum security” from the first paragraph because it’s an absolute term subject to different interpretations.
- Change “yield” to “return” to be consistent with terminology (*safety, liquidity, and return*) in California Government Code §53600.5.
- Eliminate the “Delegation of Authority” section which is already—and more appropriately—addressed in the District Code of Ordinances.
- Add a requirement for the Treasurer to brief the Finance/Budget Committee.
- Edits to make the policy more succinct.

The General Manager reviewed these changes individually with members of the Finance/Budget Committee, Director Rowland and Director Brooks.

Attachment: Draft Statement of Investment Policy.

DRAFT

STATEMENT OF INVESTMENT POLICY

1.0 Policy General

~~It is the policy of the~~ Vandenberg Village Community Services District ~~to~~ will conservatively invest public funds ~~with the maximum security in a manner which will~~ in secure investments ~~which~~ provide market rates of return while meeting ~~the~~ daily cash flow ~~demands of the District~~ and requirements. The District will conforming to all state and local statutes governing the investment of public funds.

2.0 Scope

This investment policy applies to all financial assets of the Vandenberg Village Community Services District. These funds are accounted for in the District's Annual Audited Financial Statements.

3.0 Objectives

The primary objectives ~~in priority order,~~ of the District's investment activities shall be in priority:

Safety: ~~The investment program is designed to preserve funds placed in trust with the District on behalf of the citizens of Vandenberg Village, protect capital, maintain sufficient cash flow to meet daily demands and achieve annual budgeted income earnings.~~

The primary objective is to safeguard the principal of funds.

Liquidity: ~~The portfolio is to be maintained~~ Funds will be invested in liquid securities (maturity of three years or less) which can be converted to cash, if necessary, to meet all operating requirements. The District will maintain a flexible response to changing market circumstances and the characteristics of securities being monitored.

Yield Return: The District will earn market rates of return. Yield Return (income) becomes a consideration only after the basic requirements of safeguarding the principal and liquidity have been met.

4.0 Compliance

Funds shall be invested in eligible public agency investments. All investments shall be governed by the California Government Code provisions and other legal constraints. The District will comply with generally accepted accounting principles and maintenance of records.

5.0 Delegation of Authority

~~Authority to manage the District's investment program is derived from Ordinance No. 25-03, Number A-1: Organization. Management responsibility for the investment program is hereby delegated to the District's Finance Officer who shall be responsible for the investment of reserve funds in accordance with the District's Investment Policy. The Finance/Budget Committee, consisting of two members of the Board (appointed by the President), the General Manager, and the Office Manager will be responsible for assisting the Finance Officer with all transactions. The Finance Officer may delegate the authorized transactions to staff members.~~

5.0 Prudence

~~The standard of prudence to be used in the investment function shall be~~ The "prudent person" standard **and** shall be applied in the context of managing the overall portfolio. This standard states "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived."

6.0 Internal Control

The Treasurer will brief the Finance/Budget Committee periodically on investment performance and make recommendations concerning the types and amounts of investments. The Finance Officer shall review the internal controls established by management which **will** include an independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

7.0 Reporting

~~The District staff of Vandenberg Village Community Services District~~ will provide **at least quarterly** investment reports which reflect a clear picture of the status **of** the current investments. The Finance Officer shall review and oversee the reports which will be included in the published Financial Statements.

ADOPTED this 5th day of September, 2006 by the Board of Directors **of** the Vandenberg Village Community Services District.

ATTEST:

Robert Wyckoff
President, Board of Directors

Stephanie Vlahos-Rivera
Secretary to the Board of Directors

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 7.D.

FROM: Joe Barget, General Manager

DATE: September 5, 2006

SUBJECT: California Special Districts Association (CSDA)

Recommendation: Vote for a director from Region 5/South Central of CSDA.

Policy Implications: The District has been a member of CSDA since 2000 and may vote for directors from our region.

Resource Impacts: None.

Alternatives Considered: Do not vote.

Discussion: CSDA is divided into six regions with each having three seats on the CSDA Board of Directors. CSDA directors hold staggered, three-year terms.

VVCSD is in Region 5/South Central and our current directors are:

- Jack Curtis, Ojai Valley Sanitary District (*term ends 2006*)
- John Fox, Goleta Sanitary District (*term ends 2007*)
- Jim Acosta, Saticoy Sanitary District (*term ends 2008*)

The District received the attached ballot and campaign statements. Five candidates are vying for the seat currently filled by Jack Curtis. The ballot is due by September 21.

Attachments:

1. CSDA Official Ballot, Region 5
2. Candidate Statement for Judith E. Cofer
3. Candidate Statement for John R. Curtis
4. Candidate Statement for Anthony W. Fox



**CSDA BOARD OF DIRECTORS
ELECTION 2006**

ALL FIELDS MUST BE COMPLETED FOR BALLOT TO BE COUNTED.
(Please vote for one.)

REGION FIVE

●
*Seat A - term
ends 2009*

- Judith E. Cofer**
Onard Harbor District
 - Terry Conaway**
Big River Community Services District
 - John R. (Jack) Curtis***
Ojai Valley Sanitary District
 - Anthony Fox**
Vandenberg Village Community Services District
 - Kate O'Brien**
Rancho Simi Recreation and Park District
- * incumbent

Signature: _____ Date: _____

Member District: _____

Must be received by 5pm, September 21, 2006 CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

Judith E. Cofer
Candidate for Seat A, Region 5, CSDA Board of Directors

Candidate's Statement

I am a candidate for Seat A, Region 5 of the California Special Districts Association Board of Directors. I hope that you will consider voting for me for this important position.

As the Deputy Executive Director - Administration of the Oxnard Harbor District, I have developed a good understanding of the challenges facing Special Districts. While each Special District is unique, they all share many of the same concerns. How do we communicate our mission to our users and customers? How can we determine what services should be continued, expanded, or eliminated? How can we secure the funding needed to continue providing services? Does the public perceive the value of the Special District form of government? Each District must proactively address these issues, involving the public in the discussions. Only by doing so can we build strong local support for Special Districts.

I have been employed by the Oxnard Harbor District for 18 years. I am a Certified Public Accountant with a Masters of Business Administration Degree from California Lutheran University. I currently serve on the California Association of Port Authorities, (CAPA) Tariff and Practices Committee as well as on the CAPA Insurance/Risk Management Committee

I currently serve on the Board of Directors of the CSDA Finance Corporation and know first hand of the success we can have working together.

As the most responsive form of government available to the public, Special Districts must be clear about their purpose. We have a duty to the communities we serve to be the most effective provider of needed services!

Please remember to vote! Your participation is critical to the success of the CSDA.

Sincerely,

Judith E. Cofer
Deputy Executive Director – Administration,
Treasurer

July 24, 2006

Dear CSDA Members,

Within the next few days you will be receiving your ballot for the election for Region 5 Director of CSDA. The purpose of this letter is to solicit your support of my candidacy for a second term as a Region 5 Director.

During my first term representing your District along with about 150 other CSDA member districts in Region 5 which encompasses Santa Barbara, Ventura, Los Angeles and San Bernardino counties, I have been active on the Elections and By-Laws and Conference committees. I have also been active as a Board member and Treasurer of the CSDA Finance Corporation.

During my 1st term I participated in a number of significant matters of far reaching importance to CSDA including collaboration with the California League of Cities and the County Supervisors Association of California (CSAC) in supporting proposition 1A which firmly established Special Districts place as the third leg of local government and the transition to a new Executive Director upon the resignation of Catherine Smith after 15 years in that position.

In my role at the CSDA Finance Corporation I supported establishment of a viable financial base and the initiation of a deferred compensation plan available to all member districts that will be of immense importance in maintaining that base on a continuing basis.

I have learned a lot the last three years and look forward to serving the Districts of Region 5 and CSDA during a second term.

Therefore I earnestly request your vote on the forthcoming ballot.

Many thanks for your consideration.

Cordially,

John R. (Jack) Curtis
Chairman of the Board of Directors
Ojai Valley Sanitary District

California Special Districts Association
Candidate Statement for Anthony W. Fox, Region 5

Candidates promise all sorts of things when they first run for office. When they do run for reelection; however, there is no better guide to their future performance than what they have already done. In 2002, I was asked to run for an open seat on the Vandenberg Village Community Services District (VVCSD), which I reluctantly did after observing a district board room filled with disgruntled citizens facing a board at odds with itself. Now in 2006, I have been asked to seek reelection and was pleased to be nominated by my board to vie for a position on the Board of Directors of the California Special Districts Association (CSDA), representing Region 5. Our district board now is functioning well under our three term president, few residents even appear at board meetings, not even for rate increase hearings, and we have healthy reserves over \$2 million. I now feel free to represent our district on the board of CSDA and am pleased to answer my district's call.

I believe that I brought added value to the VVCSD by bringing my near twenty-five years of military organizational development and infrastructure building experience - retiring as a lieutenant colonel in the United States Air Force - to the district. Currently I am the district's vice president and serve on the Water/Wastewater and Finance/Budget Committees, plus other regional and professional positions. Additional added value comes from a master's degree in management and supervision (industrial management) and professional certifications in contract management (NCMA), quality engineering (ASQ), cost estimating/analysis (SCEA), and being a Certified Acquisition Professional by the Department of the Air Force in contracting, manufacturing and quality assurance at the most senior level.

Please consider me for your representative from CSDA Region 5.

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

3757 Constellation Road • Vandenberg Village • Lompoc, CA 93436
Telephone (805) 733-2475 • Fax: (805) 733-2109



<http://vvcasd.org>
info@vvcasd.org

August 7, 2006

Robert Almy, Water Agency Manager
Santa Barbara County Water Agency
123 East Anapamu Street
Santa Barbara, CA 93101

SUBJECT: Memorandum of Understanding (MOU)

Dear Rob:

The Vandenberg Village Community Services District (VVCSD) Board of Directors approved the MOU to Develop an Integrated Regional Water Management Plan (IRWMP).

Board discussion on the MOU centered on three themes:

Timeline. The MOU does not specify a date for completing the plan but we would like to see it completed by January 1, 2007 as specified in CH2M Hill's proposal.

Conjunctive Use. We believe the plan should consider *conjunctive use*.

Local Relevance. There is some skepticism about the relevance of the plan to VVCSD if the City of Lompoc and Mission Hills Community Services District and do not participate. Our three agencies share the same water source—the Lompoc Groundwater Basin.

VVCSD would like to join the Steering Committee and will attend meetings on a regular basis.

Two signed originals of the MOU are enclosed. Please return one of them after they are countersigned by the County.

Sincerely,

Joe Barget
General Manager

Enclosure

Memorandum of Understanding (MOU) to Develop an Integrated Regional Water Management Plan (IRWMP) in Santa Barbara County, dated July 19, 2006 (2 signed originals)

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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<http://vvcisd.org>
info@vvcisd.org

August 9, 2006

Senator Tom McClintock, 19th Senate District
State Capitol
Room 3070
Sacramento, CA 95814

Subject: Proposition 90

Dear Senator McClintock:

This is a difficult letter for us to write for two reasons. One, we are aware that you are in full support of Proposition 90 and two, we strongly share your concerns regarding the erosion of Fifth Amendment property rights that was caused by the U.S. Supreme Court's narrow decision in *Kelo v. The City of New London*.

We also share in some of the hostility toward government interference with property rights post *Kelo* that resulted from this expansion of eminent domain powers about which Justice O'Connor said, "The founders could not have intended this perverse result."

However, there are certain elements to Proposition 90 that we feel go too far; in particular, the intent to value property in accordance with the government's intended use of the property when the new use results in a higher value for the property, regardless of whether existing zoning would permit that use. Would this not overturn established eminent domain precedent? Another concern is the liberal litigation provision which would allow property owners to appeal any and all eminent domain actions at the public entity's expense and then render unpublished decisions null and void. Both of these could make all eminent domain cases prohibitively expensive for small public entities.

A recent opinion piece in the *Santa Barbara News-Press* stated, "The idea right now is to get something working before there is a disaster, and solve the inequities later." A correction such as this writer suggests would require another initiative in order to change the Constitution again. This seems as unlikely as changing Proposition 13.

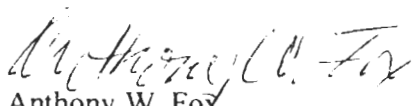
Please reconsider your position on Proposition 90 and work toward a more precise means of protecting our Fifth Amendment property rights while preserving the necessary eminent domain process for government. Possibly you could focus on a refinement of

the very public thirteen-step process described in Chapter II of the *California Eminent Domain Handbook* by focusing on such things as a tighter definition of "just compensation."

In closing, we wholeheartedly believe in individual property rights but feel that Proposition 90 goes to unnecessarily restrictive, complicated, and costly legal extremes in trying to protect them.

Sincerely,

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT


Anthony W. Fox
Board Vice President

c:
California Special Districts Association

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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"Pride in Community Service"

<http://vvcasd.org>
info@vvcasd.org

August 11, 2006

Mr. David Pawlowski
317 Medinah Lane
Lompoc, CA 93436

Subject: Water and Sewer Issues

Dear Dave:

I looked into how the brine discharge from regenerating water softeners may affect our wastewater treatment cost. It turns out that concentrations of the two elements in salt (sodium and chlorine) do not increase the cost.

According to our contractual agreement with the City of Lompoc, the cost is only based on three factors: volume, biochemical oxygen demand (BOD), and suspended solids (SS). None are affected by salt.

However, the concentration of sodium and chlorine in Vandenberg Village's untreated wastewater is higher than the effluent limits that the Regional Water Quality Control Board has established for the Lompoc Regional Wastewater Reclamation Plant. Anything we do on our end—like using canister exchange softeners instead of regenerating softeners—to help the Lompoc plant meet effluent limits for sodium and chlorine is a good thing.

Thank you for using a canister exchange softening system. I'm glad you visited the office last week and we had the opportunity to discuss water and sewer issues.

Sincerely,

Joe Barget
General Manager