



CITY OF BUELLTON

CITY COUNCIL AGENDA

**Regular Meeting of January 11, 2018 – 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California**

Copies of staff reports or other written documentation relating to each item of business referred to on this Agenda are on file in the office of the City Clerk and are available for public inspection

CALL TO ORDER

Mayor Holly Sierra

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Members Ed Andrisek, Art Mercado, Foster Reif, Vice Mayor Dave King, and Mayor Holly Sierra

REORDERING OF AGENDA

PUBLIC COMMENTS

Speaker Slip to be completed and turned in to the City Clerk prior to commencement of meeting. Any person may address the Council on any subject pertaining to City business, including all items on the agenda not listed as a Public Hearing, including the Consent Agenda and Closed Session. Limited to three (3) minutes per speaker. By law, no action may be taken at this meeting on matters raised during Public Comments not included on this agenda. Public Speakers using a translator are allotted a total of six (6) minutes to speak, unless simultaneous translation equipment is used.

CONSENT CALENDAR

(ACTION)

The following items are considered routine and non-controversial and are scheduled for consideration as a group. Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion. Members of the Public may speak on Consent Agenda items during the Public Comment period.

- 1. Minutes of December 14, 2017 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2017-18**

3. **Acceptance of City of Buellton Transportation Development Act (TDA) Fund Financial Statements for Years Ended June 30, 2017 and 2016 with Independent Auditor's Report**
❖ *(Staff Contact: Finance Director Shannel Zamora)*
4. **Quarterly Report for July 1, 2017 through September 30, 2017 from Visit Santa Ynez Valley (VisitSYV)**
❖ *(Staff Contact: Finance Director Shannel Zamora)*
5. **Revenue and Expenditure Reports through November 30, 2017**
❖ *(Staff Contact: Finance Director Shannel Zamora)*
6. **Monthly Treasurer's Report – November 30, 2017**
❖ *(Staff Contact: Finance Director Shannel Zamora)*
7. **Monthly Activity Report – Enterprise Funds through November 30, 2017**
❖ *(Staff Contact: Finance Director Shannel Zamora)*
8. **Monthly Private Project Balance Report through November 30, 2017**
❖ *(Staff Contact: Finance Director Shannel Zamora)*

PRESENTATIONS

PUBLIC HEARINGS

COUNCIL MEMBER COMMENTS/ITEMS

WRITTEN COMMUNICATIONS

Written communications are included in the agenda packets. Any Council Member, the City Manager or City Attorney may request that a written communication be read into the record.

COMMITTEE REPORTS

This Agenda listing is the opportunity for Council Members to give verbal Committee Reports on any meetings recently held for which the Council Members are the City representatives thereto.

BUSINESS ITEMS

(POSSIBLE ACTION)

9. **Discussion and Direction Regarding the City-Owned Property at 480 Central Avenue**
❖ *(Staff Contact: City Manager Marc Bierdzinski)*

CITY MANAGER'S REPORT

ADJOURNMENT

The next meeting of the City Council will be held on Thursday, January 25, 2018 at 6:00 p.m.

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES
Regular Meeting of December 14, 2017
City Council Chambers, 140 West Highway 246
Buellton, California

CALL TO ORDER

Mayor Holly Sierra called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Council Members Dave King, Foster Reif, Vice Mayor Ed Andrisek, and Mayor Holly Sierra

Excused Absence: Council Member Art Mercado

Staff: City Manager Marc Bierdzinski, Finance Director Shannel Zamora, Public Works Director Rose Hess, City Attorney Steve McEwen (Via Telephone), Deputy Rockwell Ellis, and City Clerk Linda Reid

PUBLIC COMMENTS

None

CONSENT CALENDAR

The Council agreed by consensus to pull Items 1 and 7 for discussion.

2. **List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2017-18**
3. **Year 2018 Proposed Calendar of City Council Meetings**
4. **Revenue and Expenditure Reports through October 31, 2017**
5. **Monthly Treasurer's Report – October 31, 2017**
6. **Monthly Activity Report – Enterprise Funds through October 31, 2017**

8. Growth Mitigation Annual Compliance Report for Fiscal Year 2016-17**MOTION:**

Motion by Vice Mayor Andrisek, seconded by Council Member King approving Consent Calendar Items 2, 3, 4, 5, 6, and 8 as listed.

VOTE:

Motion passed by a roll call vote of 4-0.

Council Member King – Yes

Council Member Reif – Yes

Vice Mayor Andrisek - Yes

Mayor Sierra – Yes

1. Minutes of November 9, 2017 Regular City Council Meeting

Vice Mayor Andrisek had a question regarding the RV Parking Ordinance. City Manager Bierzinski responded to the question.

MOTION:

Motion by Vice Mayor Andrisek, seconded by Council Member King approving Consent Calendar Item 1 as listed.

VOTE:

Motion passed by a roll call vote of 4-0.

Council Member King – Yes

Council Member Reif – Yes

Vice Mayor Andrisek - Yes

Mayor Sierra – Yes

7. Monthly Private Project Balance Report through October 31, 2017

Mayor Sierra questioned the private project accounts. Finance Director Zamora responded to the question.

MOTION:

Motion by Mayor Sierra, seconded by Vice Mayor Andrisek approving Consent Calendar Item 7 as listed.

VOTE:

Motion passed by a roll call vote of 4-0.

Council Member King – Yes

Council Member Reif – Yes

Vice Mayor Andrisek - Yes

Mayor Sierra – Yes

PRESENTATIONS

None

PUBLIC HEARINGS

- 9. **Ordinance No. 17-05 – “An Ordinance of the City Council of the City of Buellton, California, Under Government Code Section 65858(a), Extending for One Year the Moratorium on Non-Medical Marijuana Facilities and Marijuana Cultivation, Except for Private Indoor Cultivation of Six Marijuana Plants or Less, Which Shall be Subject to Reasonable Regulations”**

RECOMMENDATION:

That the City Council approve Ordinance No. 17-05.

STAFF REPORT:

City Attorney Steve McEwen presented the staff report.

SPEAKERS/DISCUSSION:

Mayor Sierra opened the public hearing at 6:15 p.m. There being no public comment, Mayor Sierra closed the Public Hearing at 6:16 p.m.

The City Council discussed the following issues:

- What Santa Barbara County is doing with regard to this issue
- Whether Santa Barbara County would impose a buffer on activities adjoining Buellton’s City limits

DOCUMENTS:

Staff report with attachments as listed in the staff report.

MOTION:

Motion by Council Member Reif, seconded by Council Member King approving Ordinance No. 17-05 - “An Ordinance of the City Council of the City of Buellton, California, Under Government Code Section 65858(a), Extending for One Year the Moratorium on Non-Medical Marijuana Facilities and Marijuana Cultivation, Except for Private Indoor Cultivation of Six Marijuana Plants or Less, Which Shall be Subject to Reasonable Regulations” by title only and waive further reading.

VOTE:

Motion passed by a roll call vote of 4-0.

Council Member King – Yes

Council Member Reif – Yes

Vice Mayor Andrisek – Yes

Mayor Sierra – Yes

COUNCIL MEMBER COMMENTS/ITEMS

Council Member Reif stated that Winterfest was well done.

Council Member Reif announced that he has accepted a new position in Ohio and will be moving in January. He stated his last Council meeting will be January 11, 2018.

Vice Mayor Andrisek announced he attended the Energy Watch Partnership luncheon. Vice Mayor Andrisek announced he attended the Change of Command Ceremony at Vandenberg Air Force Base.

Mayor Sierra announced that there are N-95 masks available at Albertsons and CVS and that the Senior Thrift Center is providing supplies for the fire victims.

Mayor Sierra announced there will be a Special Olympics basketball game at the Buellton Rec Center in the spring.

10. Appointment of Vice Mayor

NOMINATION:

Mayor Sierra nominated Council Member King as Vice Mayor for 2018. The Council agreed by consensus to this nomination.

11. Appointments to Boards, Commissions, and Committees

- A. Central Coast Water Authority (CCWA)**
- B. Library Advisory Committee**
- C. Santa Barbara County Association of Governments (SBCAG)**
- D. Air Pollution Control District (APCD)**
- E. California Joint Powers Insurance Authority (CJPIA)**
- F. League of California Cities (LOCC) – Voting Delegate**
- G. Buellton Chamber of Commerce Board of Directors (Ex Officio Member)**
- H. Multi-Jurisdictional Solid Waste Task Group**
- I. Economic Development Task Force**
- J. City/School District Joint Use Committee**
- K. Home for Good SBC (Formerly Central Coast Collaborative on Homelessness)**
- L. Association of California Water Agencies/Joint Powers Insurance Authority**

The City Council nominated the following Council Members to the following Boards, Commissions, and Committees for 2018:

- A. Central Coast Water Authority (CCWA)**
Council Member Ed Andrisek
Council Member Art Mercado (Alternate)
- B. County Library Advisory Commission**
Vice Mayor Dave King
Mayor Holly Sierra (Alternate)

- C. Santa Barbara County Association of Governments (SBCAG)
Mayor Holly Sierra
Council Member Ed Andrisek (Alternate)**
- D. Air Pollution Control District (APCD)
Mayor Holly Sierra
Council Member Ed Andrisek (Alternate)**
- E. California Joint Powers Insurance Authority (CJPIA)
Council Member Ed Andrisek
Council Member Art Mercado (Alternate)**
- F. League of California Cities (LOCC)
Mayor Sierra (Voting Delegate-Annual Conference)
Vice Mayor King (Alternate Voting Delegate-Annual Conference)**
- G. Chamber of Commerce Board of Directors (Ex Officio Member)
Council Member Reif**
- H. Multi-Jurisdictional Solid Waste Task Group
Council Member Ed Andrisek
Council Member Art Mercado**
- I. Economic Development Task Force
Mayor Holly Sierra
Vice Mayor Dave King**
- J. City/School District Joint Use Committee
Council Member Art Mercado**
- K. Home for Good SBC (Formerly Central Coast Collaborative on Homelessness)
Mayor Holly Sierra**
- L. Association of California Water Agencies/Joint Power Insurance Authority
Council Member Ed Andrisek**

DIRECTION:

The City Council agreed by consensus to appoint the Council Members as listed above to the respective Boards, Commissions, and Committees for 2018.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

Mayor Sierra announced that she attended a Home for Good SBC meeting and provided an oral report for the record.

Council Member Reif announced that he attended the Buellton Chamber of Commerce Board meeting and provided an oral report for the record.

BUSINESS ITEMS

12. Discussion and Direction Regarding Speed Surveys Throughout the City of Buellton

RECOMMENDATION:

That the City Council determine potential locations for a speed survey and direct staff on how to proceed.

STAFF REPORT:

Public Works Director Hess presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

The City Council discussed the following issues:

- What streets to include in the speed surveys
- How other municipalities fund these surveys
- How law enforcement will control speeds with and without speed surveys
- Adding Avenue of Flags to the speed surveys on both sides of Highway 246
- Whether to use a request for proposal for the speed surveys
- Look into grant funding through the Chumash and through other sources
- Cap the speed surveys at \$10,000, include Avenue of Flags and possibly Central Avenue and Second Street

Deputy Ellis discussed issuing tickets without having a speed survey performed. Deputy Ellis stated the Avenue of Flags should be surveyed.

MOTION:

Motion by Mayor Sierra, seconded by Vice Mayor King directing staff to conduct speed surveys with a cap of \$10,000 (and pursue grant funding) to include Avenue of Flags and possibly Central Avenue and Second Street and bring the item back to Council if the speed surveys exceed \$10,000.

VOTE:

Motion passed by a roll call vote of 4-0.

Council Member Andrisek - Yes

Council Member Reif - Yes

Vice Mayor King - Yes

Mayor Sierra - Yes

13. Discussion and Direction Regarding Industrial Way Lighting**RECOMMENDATION:**

That the City Council receive the project update on Industrial Way street lighting and provide direction to staff on how to proceed.

STAFF REPORT:

Public Works Director Hess presented the staff report and provided a handout for the record.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

The City Council discussed the following issues:

- Who is paying for the lighting installation and operation and maintenance of the lights
- That the chosen lights be night sky friendly
- The benefit of partnering with PG&E

DIRECTION:

The City Council agreed by consensus to direct staff to work with PG&E to pursue decorative downward lighting and determine an approximate cost and bring this item back for further discussion.

CITY MANAGER'S REPORT

City Manager Bierzinski provided an informational report to the City Council.

ADJOURNMENT

Mayor Sierra adjourned the regular meeting at 7:20 p.m. The next regular meeting of the City Council will be held on Thursday, January 11, 2018 at 6:00 p.m.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 2

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: January 11, 2018

Subject: List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2017-18

BACKGROUND

Staff is required to submit a check register to the City Council for approval every council meeting for the most recently completed check register (Attachment 1).

The check register for the period 12/7/2017 through 1/2/2018 has been prepared in accordance to Government Code 37202 and City Code 3.08.070. The check register lists all vendor payments for the specified period above, along with claimant's name, a brief description of the goods or service purchased, amount of demand, check number, check date and the account number(s) associated with each payment.

The total amount of checks, 12/7/2017 through 1/2/2018, and electronic fund transfers issued for the period of 12/6/2017 through 1/2/2018 was \$617,948.58.

FISCAL IMPACT

Payments made to the various vendors were consistent with the approved City's Biennial Budget for FY 2017/18 and FY 2018/19. Cash is available for the payment disbursements of the above liabilities.

RECOMMENDATION

That the City Council review and accept the check register for the period 12/7/2017 through 1/2/2018.

ATTACHMENTS

Attachment 1 – Claims

CONSOLIDATED CLAIMS DISBURSEMENT

BACK-UP/SUPPORT DATA IS AVAILABLE FOR COUNCIL REVIEW IN CITY HALL

The following is a list of claims to be ratified and approved for payment by the City Council at the **January 11, 2017** Council Meeting.

Listed below is a brief summary of the attached claims:

| | | | |
|-------------|------------------------|--------------|-----------|
| EXHIBIT A * | A/P Packet #APPKT00655 | 3,417.15 | |
| | A/P Packet #APPKT00651 | 242,135.77 | |
| | A/P Packet #APPKT00647 | 209,684.32 | |
| | Total A/P Packets: | \$455,237.24 | (8 pages) |

| | |
|----------------------------|-----------------|
| Utility Packet #UBPKT00941 | 172.19 (1 page) |
|----------------------------|-----------------|

| | |
|----------------|--------------|
| Total Packets: | \$455,409.43 |
|----------------|--------------|

| | |
|-----------|-------------|
| EXHIBIT B | \$74,376.84 |
|-----------|-------------|

| | | |
|---------------|------------|-----------|
| Staff Payroll | 12/8/2017 | 43,069.50 |
| CC Payroll | 12/21/2017 | 1,887.22 |
| Staff Payroll | 12/21/2017 | 43,205.59 |

| | |
|----------------|-------------|
| Total Payroll: | \$88,162.31 |
|----------------|-------------|

| | |
|--------------------------------|---------------------|
| TOTAL AMOUNT OF CLAIMS: | \$617,948.58 |
|--------------------------------|---------------------|

* The A/P Packets above will be approved on Council Agenda date of 01/11/2018
 Checks to be signed on 01/11/2018 tie to A/P Packet #APPKT00655
 Checks previously signed by staff to avoid late fees relate to:
 A/P Packets # APPKT00647 and APPKT00651
 Utility Packet # UBPKT00941

Payments via Electronic Fund Transfer (EFT):
From 12/06/2017 through 01/02/2018

| | | |
|-------------------|------------|-----------|
| DCP-AUL | 12/6/2017 | 12,737.96 |
| The Hartford | 12/7/2017 | 525.46 |
| Bank Fee | 12/8/2017 | 12.00 |
| CalPERS - Classic | 12/12/2017 | 6,137.93 |
| CalPERS - PEPRA | 12/12/2017 | 2,322.10 |
| Payroll Tax - EDD | 12/12/2017 | 2,315.49 |
| Payroll Tax - IRS | 12/12/2017 | 8,454.76 |
| Payroll Tax - IRS | 12/13/2017 | 388.51 |
| AFLAC | 12/14/2017 | 662.45 |
| CalPERS - Medical | 12/22/2017 | 19,633.44 |
| CalPERS - Classic | 12/22/2017 | 6,137.93 |
| Payroll Tax - EDD | 12/22/2017 | 2,378.73 |
| CalPERS - PEPRA | 12/22/2017 | 2,322.10 |
| Payroll Tax - EDD | 12/22/2017 | 164.85 |
| CalPERS - Classic | 12/22/2017 | 146.08 |
| CalPERS - PEPRA | 12/22/2017 | 118.00 |
| Payroll Tax - IRS | 12/22/2017 | 96.42 |
| Payroll Tax - IRS | 12/22/2017 | 8,769.83 |
| Bank Fee | 12/22/2017 | 12.00 |
| Bank Fee | 12/29/2017 | 65.00 |
| Bank Fee | 12/29/2017 | 25.80 |
| Hassler - Postage | 12/29/2017 | 900.00 |
| Hassler - Fee | 1/2/2018 | 50.00 |

Total

74,376.84



City of Buellton, CA

Check Report - APPKT'S 00647, 00651 AND 00655

By Payment Number

Payment Dates 12/07/2017 - 01/02/2018

| Payment Number | Payment Date Payable Number | Vendor # Description | Vendor Name | Account Number | Project Account Key | Payment Amount Item Amount |
|----------------|--------------------------------|--------------------------------------|--------------------------------|----------------|---------------------|-------------------------------|
| 35529 | 12/13/2017 | 000005 | ABALONE COAST ANALYTICAL, INC. | | | 1,059.00 |
| | 3938 | Nov 2017 WWTP - Chemicals/Analysi | | 005-701-61111 | | 844.00 |
| | 3938 | Nov 2017 WWTP - Chemicals/Analysi | | 020-601-61111 | | 16.00 |
| | 3943 | Nov 2017 DWTO - Chemicals/Analysis | | 020-601-61111 | | 199.00 |
| 35530 | 12/13/2017 | 000820 | ACWA/JPIA | | | 2,633.24 |
| | 0522793 | January 2018 Dental/Vision & EAP Pr | | 001-401-50400 | | 565.66 |
| | 0522793 | January 2018 Dental/Vision & EAP Pr | | 001-402-50400 | | 90.00 |
| | 0522793 | January 2018 Dental/Vision & EAP Pr | | 001-403-50400 | | 54.00 |
| | 0522793 | January 2018 Dental/Vision & EAP Pr | | 001-420-50400 | | 244.24 |
| | 0522793 | January 2018 Dental/Vision & EAP Pr | | 001-511-50400 | | 337.47 |
| | 0522793 | January 2018 Dental/Vision & EAP Pr | | 001-558-50400 | | 441.64 |
| | 0522793 | January 2018 Dental/Vision & EAP Pr | | 001-565-50400 | | 144.63 |
| | 0522793 | January 2018 Dental/Vision & EAP Pr | | 005-701-50400 | | 377.80 |
| | 0522793 | January 2018 Dental/Vision & EAP Pr | | 020-601-50400 | | 377.80 |
| 35531 | 12/13/2017 | 000509 | ALAN NEEDHAM dba | | | 15,160.00 |
| | 23832 | November 2017 Landscape Maint/Pa | | 001-552-60800 | | 11,200.00 |
| | 23832 | November 2017 Landscape Maint/Fa | | 001-556-60800 | | 3,820.00 |
| | 23832 | November 2017 Landscape Maint/Fa | | 001-556-60800 | | 140.00 |
| 35532 | 12/13/2017 | 000661 | AQUA-METRIC SALES, CO. | | | 4,085.88 |
| | 0067708-IN | 11/22/2017 Meters (I20PFITR) | | 020-601-61240 | | 4,085.88 |
| 35533 | 12/13/2017 | 000718 | AUTOSYS, INC. | | | 1,012.50 |
| | 2070 | 11/15/2017 Technical Service - WTP | | 020-601-60250 | | 1,012.50 |
| 35534 | 12/13/2017 | 000090 | CalPERS LONG-TERM CARE PROGRAM | | | 84.25 |
| | 12059073 | 12/1-12/15/2017 Long Term Care Pro | | 001-22166 | | 84.25 |
| 35535 | 12/13/2017 | 000112 | CLARK PEST CONTROL | | | 282.00 |
| | 21350326 | 12/5/2017 CH Pest Control Service | | 001-558-60800 | | 123.00 |
| | 21350369 | 12/5/2017 PD/LIB Pest Control Servic | | 001-558-60800 | | 159.00 |
| 35536 | 12/13/2017 | 000118 | COASTAL COPY, INC. | | | 109.61 |
| | 763535 | 11/1-30/2017 REC - Copier overages | | 001-511-61130 | | 109.61 |
| 35537 | 12/13/2017 | 000122 | COMCAST CABLE | | | 286.01 |
| | INV0008633 | 11/26-12/25/2017 CH Internet Servic | | 001-410-61292 | | 286.01 |
| 35538 | 12/13/2017 | 000122 | COMCAST CABLE | | | 236.01 |
| | INV0008634 | 11/29-12/28/2017 WWTP - Business I | | 005-701-60210 | | 236.01 |
| 35539 | 12/13/2017 | 000679 | COURIER SYSTEMS | | | 150.00 |
| | 1327930 | 12/2017 DW/WWTO Water Sample D | | 005-701-60800 | | 75.00 |
| | 1327930 | 12/2017 DW/WWTO Water Sample D | | 020-601-60800 | | 75.00 |
| 35540 | 12/13/2017 | 000138 | D.L. ELECTRIC, INC. | | | 119.00 |
| | 17-827 | 12/1/2017 GFCI Repair - Ave of Flags | | 001-558-60800 | | 119.00 |
| 35541 | 12/13/2017 | 000142 | DANIEL FITZGERALD dba | | | 960.00 |
| | INV0008603 | November 2017 Monthly Janitorial S | | 001-558-60800 | | 960.00 |
| 35542 | 12/13/2017 | 000690 | DAVE BANG ASSOCIATES, INC. | | | 1,505.24 |
| | 44305 | 11/13/2017 Playworld Pipewall Barri | | 001-552-60256 | | 1,505.24 |
| 35543 | 12/13/2017 | 000172 | ECHO COMMUNICATIONS | | | 63.00 |
| | INV0008636 | 12/2017 Answering Service | | 001-558-60800 | | 21.00 |

| Payment Number | Payment Date Payable Number | Vendor # Description | Vendor Name | Account Number | Project Account Key | Payment Amount Item Amount |
|----------------|--|--|----------------------------------|--|---------------------|--|
| | INV0008636 | 12/2017 Answering Service | | 005-701-60800 | | 21.00 |
| | INV0008636 | 12/2017 Answering Service | | 020-601-60800 | | 21.00 |
| 35544 | 12/13/2017 79177 | 000598 10/1-10/31/2017 Bio Solids Collectio | ENGEL & GRAY, INC. | 005-701-60800 | | 6,615.69 6,615.69 |
| 35545 | 12/13/2017 5254 5255 | 000189 11/24/2017 - Well 9 - Motor Repair 11/27/2017 Well 9 - Oil Delivery | FISHER PUMP & WELL SERVICE, INC. | 020-601-60800 020-601-60800 | | 527.00 262.00 265.00 |
| 35546 | 12/13/2017 C16523 | 000649 11/30/2017 WWTP Repair Materials | FLUID RESOURCE MANAGEMENT, INC. | 092-706-74100 | | 13,615.88 13,615.88 |
| 35547 | 12/13/2017 01231 | 000791 11/16/2017 Repair copper plumbing l | FRED H. BELEN JR. dba | 001-558-60250 | | 327.50 327.50 |
| 35548 | 12/13/2017 1074 | 000395 Dec 2017 Monthly Janitorial Service | JOSE RAFAEL RUIZ dba | 001-552-60800 | | 1,650.00 1,650.00 |
| 35549 | 12/13/2017 INV0008630 | 000273 12/7/2017 - CERT CLASS REFRESHME | KURT GREER | 005-701-60710 | | 40.00 40.00 |
| 35550 | 12/13/2017 115477 | 000280 11/23/2017 Resolution# 17-14 - Plan | LEE CENTRAL COAST NEWSPAPERS | 001-22416 | 90044-070 | 277.26 277.26 |
| 35551 | 12/13/2017 115006 | 000280 11/16/2017 Legal Notice - 16-FDP-07 | LEE CENTRAL COAST NEWSPAPERS | 001-22416 | 90044-070 | 202.53 202.53 |
| 35552 | 12/13/2017 INV0008631 INV0008631 INV0008631 INV0008631 | 000280 11/7&9/2017 #114298-1 Pilates 10/31&11/2/2017 #113998-1 Holiday 11/14&16/2017 #114299-1 Thanksgi 11/21&23/2017 #115392-1 Thanksgi | LEE CENTRAL COAST NEWSPAPERS | 001-511-60510 001-511-60510 001-511-60510 001-511-60510 | | 319.68 79.92 79.92 79.92 79.92 |
| 35553 | 12/13/2017 2017-1207-buel 2017-1207-buel | 000835 11/2017 City Planner - Professional S 11/2017 City Planner - Professional S | METRO VENTURES LTD | 001-22416 001-565-60800 | 90052-070 | 7,330.50 283.50 7,047.00 |
| 35554 | 12/13/2017 INV0008632 INV0008632 | 000941 11/24/2017 REIMBURSEMENT - CLOT 11/24/2017 REIMBURSEMENT - CLOT | MICHAEL J. GREEN | 001-558-67600 020-601-67600 | | 120.00 60.00 60.00 |
| 35555 | 12/13/2017 5190 | 000954 11/16/2017 Inspect/Clean Storm Dra | MICHAEL MacEACHERM | 092-101-74100 | | 8,580.00 8,580.00 |
| 35556 | 12/13/2017 17024410 | 000330 12/6/2017 Vehicle Repair | MONTE'S AUTO BODY, INC. | 001-511-60270 | | 3,216.18 3,216.18 |
| 35557 | 12/13/2017 12675 12675 12675 | 000332 -> 11/30/2017 Audit Services to date -> 11/30/2017 Audit Services to date -> 11/30/2017 Audit Services to date | MOSS LEVY & HARTZHEIM LLP | 001-420-60021 005-701-60021 020-601-60021 | | 5,000.00 1,666.66 1,666.67 1,666.67 |
| 35558 | 12/13/2017 INV0008639 INV0008639 INV0008639 | 000059 Nov 2017 Misc Maint/Repair Items Nov 2017 Misc Maint/Repair Items Nov 2017 Misc Maint/Repair Items | MOTOR PRODUCTS INC. dba | 001-558-60270 005-701-60250 005-701-60270 | | 275.98 135.58 7.42 132.98 |
| 35559 | 12/13/2017 30181040 | 000669 12/1/2017 PO Pest Control Service | O'CONNOR & SONS dba | 001-558-60800 | | 105.00 105.00 |
| 35560 | 12/13/2017 4372-365681 4372-367659 | 000801 11/17/2017 Misc Maint/Repair Items 11/29/17 Misc Maint/Repair Supplies | O'REILLY AUTOMOTIVE STORES, INC. | 020-601-60270 001-558-61140 | | 28.50 11.30 10.75 |

| Payment Number | Payment Date Payable Number | Vendor # Description | Vendor Name | Account Number | Project Account Key | Payment Amount Item Amount |
|----------------|--------------------------------|--------------------------------------|---|----------------|---------------------|-------------------------------|
| | 4372-367890 | 11/30/2017 Misc Supplies | | 001-558-61140 | | 6.45 |
| 35561 | 12/13/2017 | 000352 | P G & E | | | 25,208.83 |
| | INV0008629 | 11/3-12/4/2017 Electrical Service | | 001-410-61241 | | 557.71 |
| | INV0008629 | 11/3-12/4/2017 Electrical Service | | 001-501-61241 | | 193.84 |
| | INV0008629 | 11/3-12/4/2017 Electrical Service | | 001-510-61241 | | 184.35 |
| | INV0008629 | 11/3-12/4/2017 Electrical Service | | 001-550-61241 | | 5,381.66 |
| | INV0008629 | 11/3-12/4/2017 Electrical Service | | 001-552-61241 | | 569.04 |
| | INV0008629 | 11/3-12/4/2017 Electrical Service | | 001-556-61241 | | 88.56 |
| | INV0008629 | 11/3-12/4/2017 Electrical Service | | 001-565-61241 | | 181.71 |
| | INV0008629 | 11/3-12/4/2017 Electrical Service | | 005-701-61241 | | 7,272.75 |
| | INV0008629 | 11/3-12/4/2017 Electrical Service | | 020-601-61241 | | 10,779.21 |
| 35562 | 12/13/2017 | 001220 | Phelan Brothers Construction | | | 62,688.66 |
| | 1633 | 9/5/2017 Public Road Improvements | | 092-313-74100 | | 4,193.66 |
| | 1634 | 9/5/2017 McMurray Rd Public Impro | | 092-313-74100 | | 58,495.00 |
| 35563 | 12/13/2017 | 000861 | POLYDYNE INC. | | | 1,202.49 |
| | 1191960 | 11/30/2017 Chemicals | | 005-701-61111 | | 1,202.49 |
| 35564 | 12/13/2017 | 000032 | READY REFRESH BY NESTLE | | | 100.52 |
| | 07K0029154614 | 10/27-11/26/2017 Planning - Drinkin | | 001-410-60800 | | 11.94 |
| | 17K0029022365 | 10/27-11/26/2017 CH Water Service | | 001-410-60800 | | 61.12 |
| | 17K0029022381 | 10/27-11/26/2017 Water Service | | 001-410-60800 | | 27.46 |
| 35565 | 12/13/2017 | 000763 | RIO VISTA CHEVROLET, INC. | | | 1,801.68 |
| | 77445 | 12/1/2017 Vehicle Maintenance - 20 | | 001-558-60270 | | 600.56 |
| | 77445 | 12/1/2017 Vehicle Maintenance - 20 | | 005-701-60270 | | 600.56 |
| | 77445 | 12/1/2017 Vehicle Maintenance - 20 | | 020-601-60270 | | 600.56 |
| 35566 | 12/13/2017 | 000429 | SAFETY-KLEEN CORP. | | | 356.24 |
| | 75167173 | 12/4/2017 Parts Washer Service | | 005-701-61111 | | 356.24 |
| 35567 | 12/13/2017 | 001234 | SANTA BARBARA FLYERS | | | 720.00 |
| | INV0008638 | 11/30/2017 REFUND - ALL RESERVATI | | 001-22418 | | 500.00 |
| | INV0008638 | 11/30/2017 REFUND - ALL RESERVATI | | 001-44020 | | 120.00 |
| | INV0008638 | 11/30/2017 REFUND - ALL RESERVATI | | 001-44025 | | 100.00 |
| 35568 | 12/13/2017 | 001219 | Santa Maria Electric, Inc. | | | 834.40 |
| | 009215 | 11/27/2017 H-246 Pedestrian Ltg - R | | 092-312-74100 | | 834.40 |
| 35569 | 12/13/2017 | 000438 | SANTA YNEZ VALLEY HARDWARE | | | 240.44 |
| | INV0008640 | November 2017 - Misc Maintenance I | | 001-511-60250 | | 9.69 |
| | INV0008640 | November 2017 - Misc Maintenance I | | 001-511-67140 | | 29.02 |
| | INV0008640 | November 2017 - Misc Maintenance I | | 001-511-67570 | | 53.90 |
| | INV0008640 | November 2017 - Misc Maintenance I | | 001-552-61140 | | 53.57 |
| | INV0008640 | November 2017 - Misc Maintenance I | | 001-558-61140 | | 38.74 |
| | INV0008640 | November 2017 - Misc Maintenance I | | 005-701-60250 | | 55.52 |
| 35570 | 12/13/2017 | 000430 | SB CO ALCOHOL, DRUG, MH SVCS | | | 2,822.00 |
| | COBFY2017-18 | 7/1/2017-6/30/2018 MHAT Services | | 001-410-67620 | | 2,822.00 |
| 35571 | 12/13/2017 | 000450 | SB CO SHERIFF'S DEPARTMENT | | | 1,328.42 |
| | 18-145 | November 2017 - Motorcycle (Vehicl | | 001-501-60800 | | 1,226.77 |
| | 18-151 | 12/2/2017 Labor Transactions | | 001-501-60800 | | 101.65 |
| 35572 | 12/13/2017 | 000493 | State Water Resources Control Board - SWRCB | | | 244.22 |
| | 0002 8279 019 | 7/1/17-6/30/18 CA State Water Right | | 020-601-67575 | | 244.22 |
| 35573 | 12/13/2017 | 000681 | STATEWIDE SAFETY & SIGNS, INC. | | | 4,400.00 |
| | 3428086289 | 10/18-19/2017 Reinstall Slr Flashing | | 092-312-74100 | | 4,400.00 |
| 35574 | 12/13/2017 | 000488 | SWRCB | | | 19,079.00 |
| | WD-0126130 | 7/1/2017-6/30/2018 Index# 314395 | | 020-601-67575 | | 2,062.00 |

| Payment Number | Payment Date Payable Number | Vendor # Description | Vendor Name | Account Number | Project Account Key | Payment Amount Item Amount |
|----------------|--|--|---|--|---------------------|--|
| | WD-0130606 | 7/1/2017-6/30/2018 | Index# 318871 | 001-551-67575 | | 2,088.00 |
| | WD-0130809 | 7/1/17-6/30/2018 | Index# 319074 An | 005-701-67575 | | 14,929.00 |
| 35575 | 12/13/2017 0134970 | 001168 11/1-30/2017 | The DocuTeam Shredding Services | 001-410-60900 | | 27.00 27.00 |
| 35576 | 12/13/2017 INV0008637 | 000507 10/23-11/25/2017 | THE GAS COMPANY LIB/CCC - Gas Serv | 001-510-61230 | | 29.77 29.77 |
| 35577 | 12/13/2017 INV0008642 | 001071 11/1-30-2017 | Tractor Supply Co Misc Maint/Repair lte | 001-552-60258 | | 8.50 8.50 |
| 35578 | 12/13/2017 1120170071 1120170071 | 000535 12/1/2017 12/1/2017 | UNDERGROUND SERVICE ALERT New Ticket Charges/Mnth New Ticket Charges/Mnth | 005-701-60800 020-601-60800 | | 21.55 10.78 10.77 |
| 35579 | 12/13/2017 13457.1.2 | 000551 11/29-30/2017 | VALLEY TOOL RENTALS Rental - Boom Lift - C | 001-558-61127 | | 89.09 89.09 |
| 35580 | 12/13/2017 45089 | 000677 -> 11/30/2017 | WALLACE GROUP Services FY17-18 COB | 005-701-60800 | | 10,860.54 10,860.54 |
| 35581 | 12/13/2017 52205330 52205330 52205330 52205330 | 000768 November 2017 November 2017 November 2017 November 2017 | WEX BANK Fuel Charges Fuel Charges Fuel Charges Fuel Charges | 001-511-61280 001-558-61280 005-701-61280 020-601-61280 | | 1,643.53 408.54 411.67 411.66 411.66 |
| 35582 | 12/21/2017 36697 | 000027 12/6/2017 | AQUA BEN CORPORATION Chemicals | 005-701-61111 | | 2,306.48 2,306.48 |
| 35583 | 12/21/2017 INV0008691 INV0008691 | 000028 November 2017 - November 2017 - | ARAMARK UNIFORM SERVICES INC Mat/Towel Service Mat/Towel Service | 001-558-60800 005-701-60800 | | 413.16 330.53 82.63 |
| 35584 | 12/21/2017 099357 | 000107 January 2018 - | CITY OF LOMPOC Monthly Transit Servic | 027-559-67445 | | 1,666.66 1,666.66 |
| 35585 | 12/21/2017 019767 | 000655 11/30/2017 | COAST NETWORKX, INC. WTP - IT SERVICE | 001-558-60210 | | 47.50 47.50 |
| 35586 | 12/21/2017 765912 | 000118 11/16-12/15/2017 | COASTAL COPY, INC. HR - Copy Overag | 001-410-61130 | | 15.90 15.90 |
| 35587 | 12/21/2017 INV0008677 | 000121 December 2017 - | COC/BBA/VISITORS INFORMATION TOT Allocation | 001-410-67790 | | 33,333.34 33,333.34 |
| 35588 | 12/21/2017 INV0008692 | 001237 12/12/2017 | DaWayne Mogensen COMPLETED LANDSCAPE | 020-601-74100 | | 390.00 390.00 |
| 35589 | 12/21/2017 79234 | 000598 11/1-30-2017 | ENGEL & GRAY, INC. Bio-Solids Collection | 005-701-60800 | | 5,619.65 5,619.65 |
| 35590 | 12/21/2017 713373A | 001008 10/31/2017 | ENVIRONMENTAL AGRICULTURAL RVP - SWMP REG REQ C | 001-551-67575 | | 584.00 584.00 |
| 35591 | 12/21/2017 07125 07126 | 000176 Jan2017-Mar2018 Jan-Mar2018 | EXCLUSIVE ALARMS INC CH Alarm Service Planning - Alarm Servic | 001-558-60800 001-558-60800 | | 222.00 120.00 102.00 |
| 35592 | 12/21/2017 28478 | 000187 12/15/2017 | FARM SUPPLY COMPANY | 005-701-61111 | | 317.71 317.71 |
| 35593 | 12/21/2017 5277530 | 000191 10/23/2017 | FERGUSON ENTERPRISES, INC #1350 Misc Maint/Repair Items | 020-601-60250 | | 728.93 718.16 |

| Payment Number | Payment Date Payable Number | Vendor # Description | Vendor Name | Account Number | Project Account Key | Payment Amount Item Amount |
|----------------|---|--|------------------------------------|--|---------------------|--|
| | SC4618959 | 11/30/2017 Misc Maint/Supplies | | 020-601-60250 | | 10.77 |
| 35594 | 12/21/2017 INV0008681 | 011236 10/30-12/11/2017 GYMNASTICS | GARY GENE JOHNSON dba | 001-511-67140 | | 805.50 805.50 |
| 35595 | 12/21/2017 INV0008682 | 001089 11/08-12/11/2017 FLOW-YO YOGA | GINA SIGMAN | 001-511-67140 | | 54.00 54.00 |
| 35596 | 12/21/2017 742928 CM743080 | 000248 12/12/2017 - Cemicals 12/12/2017 BOL#546364 Container R | JCI JONES CHEMICALS, INC. | 020-601-61111 020-601-61111 | | 2,453.44 3,653.43 -1,199.99 |
| 35597 | 12/21/2017 C13059 C13059 C13059 C13786 | 000252 10/31/2017 Vehicle Maint - 06 Ford F 10/31/2017 Vehicle Maint - 06 Ford F 10/31/2017 Vehicle Maint - 06 Ford F 12/12/2017 Vehicle Maint - 08 Ford E | JIM VREELAND FORD | 001-558-60270 005-701-60270 020-601-60270 001-511-60270 | | 793.00 130.96 130.96 130.96 400.12 |
| 35598 | 12/21/2017 INV0008688 | 011300 11/08-12/11/2017 KUNDALINI/FUN& | KAREN PALMER | 001-511-67140 | | 35.00 35.00 |
| 35599 | 12/21/2017 INV0008684 | 011306 11/18-12/16/2017 SOCCER CAMP | KARLIN LADERA | 001-511-67140 | | 1,284.50 1,284.50 |
| 35600 | 12/21/2017 1707.1-004 | 000812 11/1-30/2017 ED Services 2017-2018 | KOSMONT & ASSOCIATES, INC. | 001-565-60800 | | 3,478.80 3,478.80 |
| 35601 | 12/21/2017 INV0008687 | 011336 11/04-12-11/2017 FLAMENCO DANC | LAURA GARCIA dba | 001-511-67140 | | 294.00 294.00 |
| 35602 | 12/21/2017 115633 | 000280 11/30/2017 | LEE CENTRAL COAST NEWSPAPERS | 001-403-60520 | | 164.46 164.46 |
| 35603 | 12/21/2017 INV0008689 | 001132 11/04-12/11/2017 PILATES/PERSONA | MAILE INEMAN | 001-511-67140 | | 765.00 765.00 |
| 35604 | 12/21/2017 INV0008683 | 011343 11/08-12/11/2017 YOGA CLASS | MARIANNE MADSEN | 001-511-67140 | | 360.00 360.00 |
| 35605 | 12/21/2017 INV0008679 | 000365 11/30/2017 REFUND - BALANCE OF D | PEOPLE HELPING PEOPLE | 001-22416 | 90042-001 | 3,337.70 3,337.70 |
| 35606 | 12/21/2017 WO030040521 WO030040521 WO030040521 | 000390 12/12/2017 Equip Maint Service 12/12/2017 Equip Maint Service 12/12/2017 Equip Maint Service | QUINN COMPANY | 001-558-60270 005-701-60270 020-601-60270 | | 928.42 309.48 309.47 309.47 |
| 35607 | 12/21/2017 31226 | 000405 5/1-5/28/2017 Environmental Analys | RINCON CONSULTANTS, INC. | 001-565-60800 | | 6,039.75 6,039.75 |
| 35608 | 12/21/2017 INV0008680 | 000989 11/08-12/11/2017 VINYASA/MOMM | SANDEE KESSLER | 001-511-67140 | | 234.00 234.00 |
| 35609 | 12/21/2017 AI12170070 | 000706 -> 11/30/2017 Satellite Sim Card 881 | SATCOM GLOBAL, INC. | 001-410-60014 | | 50.79 50.79 |
| 35610 | 12/21/2017 18-155 | 000450 January 2018 - Contract Services | SB CO SHERIFF'S DEPARTMENT | 001-501-60800 | | 141,616.00 141,616.00 |
| 35611 | 12/21/2017 03008770 | 000681 12/15/2017 - Safety Equipment | STATEWIDE SAFETY & SIGNS, INC. | 092-313-74100 | | 3,478.63 3,478.63 |
| 35612 | 12/21/2017 INV0008690 | 000833 11/09-12/13/2017 WREATH MAKING | SYV BOTANIC GARDEN FOUNDATION, INC | 001-511-67140 | | 60.00 60.00 |

| Payment Number | Payment Date Payable Number | Vendor # Description | Vendor Name | Account Number | Project Account Key | Payment Amount Item Amount |
|-----------------------|--|--|---------------------------------|---|---------------------|--|
| 35613 | 12/21/2017 INV0008686 | 000979 11/04-12/11/2017 WRESTLIN | THADDEUS JECKELL | 001-511-67140 | | 196.00 196.00 |
| 35614 | 12/21/2017 CM0000065 INV0008676 | 000894 November 2017 - SYVTBID Admin Fee November 2017 - SYVTBID Fees | VISITSYV | 001-44250 001-22160 | | 29,916.95 -610.55 30,527.50 |
| 35615 | 12/21/2017 INV427102 INV427102 INV427102 INV427102 INV427102 INV427102 INV427102 INV427102 INV427102 INV427102 | 001207 November 2017 FSA/AFLAC Admin Fe November 2017 FSA/AFLAC Admin Fe | WAGEWORKS INC. | 001-401-50400 001-402-50400 001-403-50400 001-420-50400 001-511-50400 001-558-50400 001-565-50400 005-701-50400 020-601-50400 | | 134.00 21.69 10.85 10.85 18.52 12.25 17.35 9.45 16.52 16.52 |
| 35616 | 12/21/2017 INV0008685 | 001232 11/04-12/13/2017 ZUMBA | WENDY BERRY | 001-511-67140 | | 10.50 10.50 |
| 35622 | 1/2/2018 2074 | 000718 11/27/2017 - WTP McMurray - Troub | AUTOSYS, INC. | 020-601-60800 | | 1,080.00 1,080.00 |
| 35623 | 1/2/2018 31254656 | 001214 Jan 2018 Phone System Lease | AVAYA Financial Services | 001-410-60310 | | 384.38 384.38 |
| 35624 | 1/2/2018 INV0008693 | 000868 12/7&21/2017 Planning Commission | BRIAN DUNSTAN | 001-565-50010 | | 100.00 100.00 |
| 35625 | 1/2/2018 INV0008700 | 000105 11/25-12/25/2017 Irrigation 595 2nd | CITY OF BUELLTON | 001-552-61211 | | 203.48 203.48 |
| 35626 | 1/2/2018 INV0008694 | 000140 12/7&21/2017 Planning Commission | DAN HEEDY | 001-565-50010 | | 100.00 100.00 |
| 35627 | 1/2/2018 INV0008696 | 000869 12/7/2017 Planning Commission Mee | JOE PADILLA | 001-565-50010 | | 50.00 50.00 |
| 35628 | 1/2/2018 32S415024-2018 | 000875 3/12/2018 Renewal Surety Bond - Cit | LIBERTY MUTUAL GROUP INC | 001-402-60900 | | 350.00 350.00 |
| 35629 | 1/2/2018 INV0008697 | 001225 12/7&21/2017 Planning Commission | MARCILO SARQUILLA | 001-565-50010 | | 100.00 100.00 |
| 35630 | 1/2/2018 INV0008695 | 001187 12/7&21/2017 Planning Commission | PATTY J HAMMEL | 001-565-50010 | | 100.00 100.00 |
| 35631 | 1/2/2018 INV0008701 INV0008701 | 000379 January 2018 Postage - Water Sewer January 2018 Postage - Water Sewer | POSTMASTER | 005-701-61131 020-601-61131 | | 420.00 210.00 210.00 |
| 35632 | 1/2/2018 INV0008698 | 000507 11/21-12/20/2017 CH - Utility Gas Se | THE GAS COMPANY | 001-410-61230 | | 84.48 84.48 |
| 35633 | 1/2/2018 INV0008699 | 000582 01/2017 Mo HOA dues Unit 101 (COC | VINTAGE WALK, LLC OWNERS ASSOC. | 001-410-60900 | | 104.00 104.00 |
| 35634 | 1/2/2018 67837096 | 001063 2/1-28-2018 CH Copier Lease #72011 | Wells Fargo Vendor Fin Serv | 001-410-60310 | | 340.81 340.81 |
| Payment Total: | | | | | | 455,237.24 |

Report Summary

Fund Summary

| Fund | Payment Amount |
|-------------------------------------|-------------------|
| 001 - General Fund | 277,783.59 |
| 005 - Sewer Fund | 54,709.53 |
| 020 - Water Fund | 27,479.89 |
| 027 - Local Transportation Fund | 1,666.66 |
| 092 - Capital Improvement Proj Fund | 93,597.57 |
| Grand Total: | 455,237.24 |

Account Summary

| Account Number | Account Name | Payment Amount |
|----------------|--------------------------|----------------|
| 001-22160 | SYVTBID Payable | 30,527.50 |
| 001-22166 | Long-Term Care Deducti | 84.25 |
| 001-22416 | Developer Deposit | 4,100.99 |
| 001-22418 | Special Event Deposit | 500.00 |
| 001-401-50400 | Medical Benefit | 587.35 |
| 001-402-50400 | Medical Benefit | 100.85 |
| 001-402-60900 | Miscellaneous | 350.00 |
| 001-403-50400 | Medical Benefit | 64.85 |
| 001-403-60520 | Advertising - Legal | 164.46 |
| 001-410-60014 | Emergency Operations | 50.79 |
| 001-410-60310 | Equipment Rental | 725.19 |
| 001-410-60800 | Contract Services | 100.52 |
| 001-410-60900 | Miscellaneous/CalPERS | 131.00 |
| 001-410-61130 | Office Supplies | 15.90 |
| 001-410-61230 | Utilities - Gas | 84.48 |
| 001-410-61241 | Utilities - Electric | 557.71 |
| 001-410-61292 | Internet Access/ Websit | 286.01 |
| 001-410-67620 | SB Co Mntl Hlth Mbl Cris | 2,822.00 |
| 001-410-67790 | Visitors Bureau | 33,333.34 |
| 001-420-50400 | Medical Benefit | 262.76 |
| 001-420-60021 | Audit | 1,666.66 |
| 001-44020 | Park Reservation Fees | 120.00 |
| 001-44025 | Event Application Fee/T | 100.00 |
| 001-44250 | Miscellaneous | -610.55 |
| 001-501-60800 | Contract Services | 142,944.42 |
| 001-501-61241 | Utilities - Electric | 193.84 |
| 001-510-61230 | Utilities - Gas | 29.77 |
| 001-510-61241 | Utilities - Electric | 184.35 |
| 001-511-50400 | Medical Benefit | 349.72 |
| 001-511-60250 | Maintenance/Repair | 9.69 |
| 001-511-60270 | Maintenance-Vehicles | 3,616.30 |
| 001-511-60510 | Advertising | 319.68 |
| 001-511-61130 | Office Supplies | 109.61 |
| 001-511-61280 | Fuel-Vehicles | 408.54 |
| 001-511-67140 | Buellton Recreation Pro | 4,127.52 |
| 001-511-67570 | Recreation Program 50/ | 53.90 |
| 001-550-61241 | Utilities - Electric | 5,381.66 |
| 001-551-67575 | Regulatory Compliance | 2,672.00 |
| 001-552-60256 | Maintenance/Repair-Oa | 1,505.24 |
| 001-552-60258 | Maintenance/Repair-Riv | 8.50 |
| 001-552-60800 | Contract Services | 12,850.00 |
| 001-552-61140 | Operational Supplies | 53.57 |
| 001-552-61211 | Utilities - Water | 203.48 |
| 001-552-61241 | Utilities - Electric | 569.04 |
| 001-556-60800 | Contract Services | 3,960.00 |
| 001-556-61241 | Utilities - Electric | 88.56 |
| 001-558-50400 | Medical Benefit | 458.99 |
| 001-558-60210 | Computer Maintenance | 47.50 |

Account Summary

| Account Number | Account Name | Payment Amount |
|----------------|-------------------------|-------------------|
| 001-558-60250 | Maintenance / Repair | 327.50 |
| 001-558-60270 | Maintenance - Vehicles | 1,176.58 |
| 001-558-60800 | Contract Services | 2,039.53 |
| 001-558-61127 | Tools | 89.09 |
| 001-558-61140 | Operational Supplies | 55.94 |
| 001-558-61280 | Fuel - Vehicles | 411.67 |
| 001-558-67600 | Safety Equipment | 60.00 |
| 001-565-50010 | Planning Commission Sal | 450.00 |
| 001-565-50400 | Medical Benefit | 154.08 |
| 001-565-60800 | Contract Services | 16,565.55 |
| 001-565-61241 | Utilities - Electric | 181.71 |
| 005-701-50400 | Medical Benefit | 394.32 |
| 005-701-60021 | Audit | 1,666.67 |
| 005-701-60210 | Computer Maintenance | 236.01 |
| 005-701-60250 | Maintenance / Repair | 62.94 |
| 005-701-60270 | Maintenance - Vehicles | 1,173.97 |
| 005-701-60710 | Travel & Training | 40.00 |
| 005-701-60800 | Contract Services | 23,285.29 |
| 005-701-61111 | Chemicals / Analysis | 5,026.92 |
| 005-701-61131 | Postage | 210.00 |
| 005-701-61241 | Utilities - Electric | 7,272.75 |
| 005-701-61280 | Fuel - Vehicles | 411.66 |
| 005-701-67575 | Regulatory Compliance | 14,929.00 |
| 020-601-50400 | Medical Benefit | 394.32 |
| 020-601-60021 | Audit | 1,666.67 |
| 020-601-60250 | Maintenance / Repair | 1,741.43 |
| 020-601-60270 | Maintenance - Vehicles | 1,052.29 |
| 020-601-60800 | Contract Services | 1,713.77 |
| 020-601-61111 | Chemicals / Analysis | 2,668.44 |
| 020-601-61131 | Postage | 210.00 |
| 020-601-61240 | Meter Expense | 4,085.88 |
| 020-601-61241 | Utilities - Electric | 10,779.21 |
| 020-601-61280 | Fuel - Vehicles | 411.66 |
| 020-601-67575 | Regulatory Compliance | 2,306.22 |
| 020-601-67600 | Safety Equipment | 60.00 |
| 020-601-74100 | Improvements | 390.00 |
| 027-559-67445 | Lompoc- Wine Country | 1,666.66 |
| 092-101-74100 | Improvements | 8,580.00 |
| 092-312-74100 | Hwy 246 Sidewalk (CalTr | 5,234.40 |
| 092-313-74100 | Road Maintenance Proje | 66,167.29 |
| 092-706-74100 | Improvements | 13,615.88 |
| | Grand Total: | 455,237.24 |

Project Account Summary

| Project Account Key | Payment Amount |
|---------------------|---------------------|
| **None** | 451,136.25 |
| 90042-001 | 3,337.70 |
| 90044-070 | 479.79 |
| 90052-070 | 283.50 |
| | Grand Total: |
| | 455,237.24 |



UBPKT00941 - Refunds 01 UBPKT00940 Regular

| Account | Name | Date | Check # | Amount | Code | Receipt | Amount | Type |
|-------------------------|----------------------------------|------------|---------|-------------------------------|------|---------|---------------|------------------------|
| 02-10700-003 | MHIC CONSTRUCTION INC | 12/27/2017 | 35617 | 5.73 | | | 5.73 | Deposit |
| 03-07100-011 | MIRO, SANDRA | 12/27/2017 | 35618 | 8.77 | | | 8.77 | Deposit |
| 04-18400-000 | PACIFICA PROPERTY MANAGEMENT COM | 12/27/2017 | 35619 | 49.34 | | | 49.34 | Deposit |
| 07-03400-003 | RALPH PARTNERS II LLC. | 12/27/2017 | 35620 | 30.88 | | | 30.88 | Generated From Billing |
| 10-02900-001 | DUPRE, JEAN P | 12/27/2017 | 35621 | 77.47 | | | 77.47 | Generated From Billing |
| Total Refunds: 5 | | | | Total Refunded Amount: | | | 172.19 | |

Revenue Code Summary

| Revenue Code | Amount |
|-------------------------|---------------|
| 996 - UNAPPLIED CREDITS | 172.19 |
| Revenue Total: | 172.19 |

General Ledger Distribution

Posting Date: 12/27/2017

| Account Number | Account Name | Posting Amount | IFT |
|--------------------------------|--------------------------------|----------------|-----|
| Fund: 020 - WATER FUND | | | |
| 020-10000 | Claim On Pooled Cash | -172.19 | Yes |
| 020-22420 | Unapplied Credits | 172.19 | |
| 020 Total: | | 0.00 | |
| Fund: 999 - POOLED CASH | | | |
| 999-10001 | Pooled Cash - General Checking | -172.19 | |
| 999-27000 | Due To Other Funds | 172.19 | Yes |
| 999 Total: | | 0.00 | |
| Distribution Total: | | 0.00 | |

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 3

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: January 11, 2018

Subject: Acceptance of City of Buellton Transportation Development Act (TDA) Fund Financial Statements for Years Ended June 30, 2017 and 2016 with Independent Auditor's Report

BACKGROUND

An audit of the City's Transportation Development Act Fund has been performed by Moss, Levy & Hartzheim LLP, Certified Public Accountants. The purpose of the audit is to determine compliance with the Transportation Development Act (TDA) (California Public Utilities Code sections 99234 and 99400(a)), and compliance with the rules and regulations of the Santa Barbara County Association of Governments.

The audit is presented herewith for your review and acceptance. The audit includes an examination of the assets, liabilities and fund balance of the TDA Fund as of June 30, 2017 and 2016, and the related statements of revenue, expenditures and changes in fund balance.

The Independent Accountant's Report on Compliance with Requirements Applicable to the TDA, dated November 28, 2017 states that the City complied with applicable statutes, rules, regulations of the TDA and the allocation instructions and resolutions of the Santa Barbara County Association of Governments as required by Section 6666 of Title 21, Division 3, Chapter 2, Article 5.5 of the California Code of Regulations during the year ended June 30, 2017.

FISCAL IMPACT

This annual TDA audit is required along with an unqualified auditor's opinion in order for the City to receive continued funding.

RECOMMENDATION

That the City Council review and accept the City of Buellton TDA Fund Financial Statements for the years ended June 30, 2017 and 2016 along with the Independent Auditor's Report.

ATTACHMENTS

Attachment 1 - TDA Fund Financial Statements for Years Ended June 30, 2017 and 2016.

CITY OF BUELLTON
TRANSPORTATION DEVELOPMENT ACT FUND
FINANCIAL STATEMENTS
FISCAL YEARS ENDED JUNE 30, 2017 AND 2016
WITH INDEPENDENT AUDITORS' REPORT
SEGREGATED BY SECTIONS 99234
AND 99400(a) OF THE PUBLIC UTILITIES CODE

Segregated by Sections 99234 and 99400(a)
of the Public Utilities Code
June 30, 2017 and 2016
Table of Contents

| | |
|--|---|
| Independent Auditors' Report | 1 |
| FINANCIAL STATEMENTS | |
| Balance Sheets | 2 |
| Statements of Revenues, Expenditures, and Changes in Fund Balance | 3 |
| Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual – June 30, 2017..... | 4 |
| Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual – June 30, 2016..... | 5 |
| Notes to Financial Statements | 6 |
| Independent Auditors' Report on Transportation Development Act Compliance | 7 |



INDEPENDENT AUDITORS' REPORT

The Board of Directors of the
Santa Barbara County Association of Governments

Report on Financial Statements

We have audited the accompanying financial statements of the Transportation Development Act Fund of the City of Buellton (the Fund), as of and for the fiscal years ended June 30, 2017 and June 30, 2016, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Transportation Development Act Fund of the City of Buellton, as of June 30, 2017 and June 30, 2016, and the changes in financial position for the fiscal years then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the Transportation Development Act Fund and do not purport to, and do not, present fairly the financial position of the City of Buellton as of June 30, 2017 and June 30, 2016, the changes in its financial position for the fiscal years then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Moss, Levy & Hartzheim LLP

Santa Maria, California
November 28, 2017

CITY OF BUELLTON
TRANSPORTATION DEVELOPMENT ACT FUND
SECTIONS 99234 AND 99400(a) OF THE PUBLIC UTILITIES CODE
BALANCE SHEETS
June 30, 2017 and June 30, 2016

| | 2017 | | | 2016 |
|------------------------------------|------------------|------------------|------------------|------------------|
| | 99234 | 99400(a) | Total | Total |
| Assets: | | | | |
| Cash and investments | \$ 14,771 | \$ 36,890 | \$ 51,661 | \$ 51,341 |
| Interest receivable | 85 | | 85 | |
| Prepaid expenditures | | 1,667 | 1,667 | 1,667 |
| Total assets | <u>\$ 14,856</u> | <u>\$ 38,557</u> | <u>\$ 53,413</u> | <u>\$ 53,008</u> |
| Liabilities: | | | | |
| Accounts payable | \$ - | \$ - | \$ - | \$ 11,715 |
| Total liabilities | | | | 11,715 |
| Fund balance: | | | | |
| Nonspendable | | 1,667 | 1,667 | 1,667 |
| Restricted | 14,856 | 36,890 | 51,746 | 39,626 |
| Total fund balance | <u>14,856</u> | <u>38,557</u> | <u>53,413</u> | <u>41,293</u> |
| Total liabilities and fund balance | <u>\$ 14,856</u> | <u>\$ 38,557</u> | <u>\$ 53,413</u> | <u>\$ 53,008</u> |

See accompanying notes to financial statements

CITY OF BUELLTON
TRANSPORTATION DEVELOPMENT ACT FUND
SECTIONS 99234 AND 99400(a) OF THE PUBLIC UTILITIES CODE
STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
For Fiscal Years Ended June 30, 2017 and June 30, 2016

| | 2017 | | 2016 | |
|--|------------------|------------------|------------------|------------------|
| | 99234 | 99400(a) | Total | Total |
| Revenues: | | | | |
| Local Transportation Fund allocations | \$ 3,931 | \$ - | \$ 3,931 | \$ 5,111 |
| Miscellaneous | | 12,788 | 12,788 | |
| Interest | 108 | | 108 | 52 |
| Total revenues | <u>4,039</u> | <u>12,788</u> | <u>16,827</u> | <u>5,163</u> |
| Expenditures: | | | | |
| Construction and contract services | | 30,007 | 30,007 | 31,716 |
| Dial-A-Ride-Solvang | | 1,200 | 1,200 | 1,200 |
| Total expenditures | | <u>31,207</u> | <u>31,207</u> | <u>32,916</u> |
| Excess of revenues over expenditures | <u>4,039</u> | <u>(18,419)</u> | <u>(14,380)</u> | <u>(27,753)</u> |
| Transfers: | | | | |
| Transfers out to City of Buellton | | | | (930) |
| Transfers in from City of Buellton | | 26,500 | 26,500 | 39,100 |
| Total transfers | | <u>26,500</u> | <u>26,500</u> | <u>38,170</u> |
| Change in fund balance | 4,039 | 8,081 | 12,120 | 10,417 |
| Fund balance, beginning of fiscal year | <u>10,817</u> | <u>30,476</u> | <u>41,293</u> | <u>30,876</u> |
| Fund balance, end of fiscal year | <u>\$ 14,856</u> | <u>\$ 38,557</u> | <u>\$ 53,413</u> | <u>\$ 41,293</u> |

See accompanying notes to financial statements

CITY OF BUELLTON
TRANSPORTATION DEVELOPMENT ACT FUND
SECTIONS 99234 AND 99400(a) OF THE PUBLIC UTILITIES CODE
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For Fiscal Year Ended June 30, 2017

| | <u>Budget</u> | <u>Actual</u> | Variance Favorable (Unfavorable) |
|--|------------------|------------------|--|
| Revenues: | | | |
| Local Transportation Fund allocations | \$ 3,960 | \$ 3,931 | \$ (29) |
| Miscellaneous | 5,821 | 12,788 | 6,967 |
| Interest | 20 | 108 | 88 |
| Total revenues | <u>9,801</u> | <u>16,827</u> | <u>7,026</u> |
| Expenditures: | | | |
| Construction and contract services | 25,193 | 30,007 | (4,814) |
| Dial-A-Ride-Solvang | 1,007 | 1,200 | (193) |
| Capital outlay | <u>175,000</u> | <u></u> | <u>175,000</u> |
| Total expenditures | <u>201,200</u> | <u>31,207</u> | <u>169,993</u> |
| Excess of revenues over expenditures | <u>(191,399)</u> | <u>(14,380)</u> | <u>177,019</u> |
| Transfers: | | | |
| Transfers in from City of Buellton | <u>195,359</u> | <u>26,500</u> | <u>(168,859)</u> |
| Total transfers | <u>195,359</u> | <u>26,500</u> | <u>(168,859)</u> |
| Change in fund balance | 3,960 | 12,120 | 8,160 |
| Fund balance, beginning of fiscal year | <u>41,293</u> | <u>41,293</u> | <u></u> |
| Fund balance, end of fiscal year | <u>\$ 45,253</u> | <u>\$ 53,413</u> | <u>\$ 8,160</u> |

See accompanying notes to financial statements

CITY OF BUELLTON
TRANSPORTATION DEVELOPMENT ACT FUND
SECTIONS 99234 AND 99400(a) OF THE PUBLIC UTILITIES CODE
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For Fiscal Year Ended June 30, 2016

| | <u>Budget</u> | <u>Actual</u> | Variance Favorable (Unfavorable) |
|--|------------------|------------------|--|
| Revenues: | | | |
| Local Transportation Fund allocations | \$ 3,000 | \$ 5,111 | \$ 2,111 |
| Interest | <u>20</u> | <u>52</u> | <u>32</u> |
| Total revenues | <u>3,020</u> | <u>5,163</u> | <u>2,143</u> |
| Expenditures: | | | |
| Construction and contract services | 28,000 | 31,716 | (3,716) |
| Dial-A-Ride-Solvang | <u>1,100</u> | <u>1,200</u> | <u>(100)</u> |
| Total expenditures | <u>29,100</u> | <u>32,916</u> | <u>(3,816)</u> |
| Excess of revenues over expenditures | <u>(26,080)</u> | <u>(27,753)</u> | <u>(1,673)</u> |
| Transfers: | | | |
| Transfers out to City of Buellton | (50,000) | (930) | 49,070 |
| Transfers in from City of Buellton | <u>92,100</u> | <u>39,100</u> | <u>(53,000)</u> |
| Total transfers | <u>42,100</u> | <u>38,170</u> | <u>(3,930)</u> |
| Change in fund balance | 16,020 | 10,417 | (5,603) |
| Fund balance, beginning of fiscal year | <u>30,876</u> | <u>30,876</u> | |
| Fund balance, end of fiscal year | <u>\$ 46,896</u> | <u>\$ 41,293</u> | <u>\$ (5,603)</u> |

CITY OF BUELLTON
TRANSPORTATION DEVELOPMENT ACT FUND
SEGREGATED BY SECTIONS 99234 AND 99400(a) OF THE PUBLIC UTILITIES CODE
NOTES TO FINANCIAL STATEMENTS
June 30, 2017 and June 30, 2016

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The Transportation Development Act Fund of the City of Buellton is a governmental fund type. Governmental funds are accounted for using a current financial resources measurement focus. The application of this measurement focus provides that, in general, only current assets and current liabilities are present on the balance sheet. Operating statements of these funds present revenues and expenditures.

The modified accrual basis of accounting is used for the Transportation Development Act Fund. Under the modified accrual basis of accounting, revenues are recognized when they become susceptible to accrual (i.e., both measurable and available). Measurable means that the amount of the transaction can be determined. Available means the funds are collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures of governmental funds are generally recognized when the related fund liability is incurred.

Reporting Entity

The financial statements present only the Transportation Development Act Fund and do not purport to, and do not present, the City's financial position and changes in financial position. The City of Buellton's basic financial statements are available from the Finance Department at 107 W. Highway 246, Buellton, CA 93427.

NOTE 2 – CASH DEPOSITS

The City follows the practice of pooling cash and investments for all funds (including the Transportation Development Act Fund) under its direct daily control. Interest earned on pooled cash and investments is allocated periodically to the various funds based on average cash balances. Detailed disclosure regarding the City's investments of cash is included in the notes to financial statements of the City.



**INDEPENDENT AUDITORS' REPORT ON TRANSPORTATION
DEVELOPMENT ACT COMPLIANCE**

The Board of Directors of the
Santa Barbara County Association of Governments

We have audited the financial statements of the City of Buellton Transportation Development Act Fund's (the City) compliance with the types of compliance requirements described in the *Transportation Development Act Guidebook*, published by the State of California Department of Transportation applicable for the fiscal year ended June 30, 2017.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to the Transportation Development Act.

Auditors' Responsibility

Our responsibility is to express an opinion on the City's compliance based on our audit of the compliance with applicable statutes, rules and regulations of the Transportation Development Act (TDA), Sections 99234 and 99400(a), of the California Code of Regulations (CCR), and the allocation instructions and resolutions of Santa Barbara County Association of Governments as required by Section 6666 of the CCR. Section 6666 requires that for a non-transit claimant, the independent auditor shall perform at least the following tasks: (a) Determine whether the funds received by the claimant pursuant to the Act were expended in conformance with those sections of the Act specifying the qualified purposes, including Public Utilities Code section 99402 for streets and roads claimants and section 99233.3 for claimants under that section for pedestrian and bicycle facilities and bicycle safety education programs, (b) Determine whether the funds received by the claimant pursuant to the Act were expended in conformance with the applicable rules, regulations, and procedures of the transportation-planning agency and in compliance with the allocation instructions, and (c) Determine whether interest earned on funds received by the claimant pursuant to the Act were expended only for those purposes for which the funds were allocated, in accordance with Public Utilities Code sections 99301 and 99301.5. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Transportation Development Act Guidebook*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on the state laws and regulations applicable to the City occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance. However, our audit does not provide a legal determination of the City's compliance.

Opinion on Compliance with the Transportation Development Act

In our opinion, the funds allocated to and received by the City of Buellton Transportation Development Act Fund, complied, in all material respects, with the compliance requirements referred to above that are applicable to the statutory requirements of the Transportation Development Act and the allocation instructions and resolutions of Santa Barbara County Association of Governments for the fiscal year ended June 30, 2017.

This report is intended solely for the information and use of the City Council, management of the Santa Barbara County Association of Governments and for filing with the appropriate regulatory agencies and is not intended to be and should not be used by anyone other than these specified parties.

Moss, Levy & Hartzheim LLP

Santa Maria, California
November 28, 2017

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 4

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: January 11, 2018

Subject: Quarterly Report for July 1, 2017 through September 30, 2017
from Visit Santa Ynez Valley (VisitSYV)

BACKGROUND

Attached is the third quarter report for 2017 from Visit Santa Ynez Valley.

FISCAL IMPACT

None.

RECOMMENDATION

That the City Council receive and file the attached quarterly report of 2017.

ATTACHMENTS

Attachment 1 – Quarterly Report for third quarter 2017 from Visit Santa Ynez Valley



3rd Quarter 2017 Report of the Santa Ynez Valley Hotel Association (dba Visit the Santa Ynez Valley) – Submitted 12/7/17

VisitSYV is reporting activity since the 2017 2nd qtr. report. This report is submitted to the City of Solvang, the City of Buellton and the Santa Barbara County Board of Supervisors, in accordance with the fulfillment of the provisions of the SYVTBID.

Financial

Balance as of July 1, 2017 - \$166,945

TBID Funding received 7/1/17 through 9/30/17 - \$250,913

Membership income - \$4,625

Total Income received - \$255,538

Expenses

Advertising/Marketing - \$142,983

Grants/Special Projects - \$4,500

Travel & Conventions - \$35,204

Personnel Costs - \$47,135

Contract services - \$11,600

Facilities/equipment - \$1,348

Operations - \$3,019

Other expenses - \$4,003

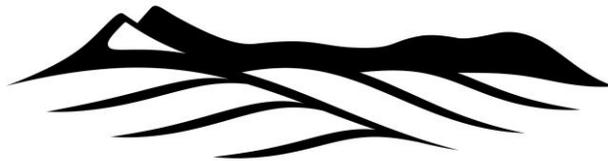
Total expenses - \$249,792

Membership

We receive TBID funding from 33 lodging properties and currently have **200 members** that pay a basic membership fee of \$250, a nonprofit fee of \$125, and trade members where services are traded for membership such as wine, catering, photography.

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Marketing (July 1, 2017 – September 30, 2017)

Santa Ynez Valley Marketing Campaign

The third quarter saw the continuation of our new marketing campaign for the Santa Ynez Valley. The 2017 VisitSYV Marketing Campaign consists of VisitSYV as the sole stakeholder with \$200k invested. DVA Advertising & PR Agency continues to be our ad agency. VisitSYV is pleased to report on the metrics supporting the benefits of the marketing program. Third quarter marketing results are detailed below.

Creative

VisitSYV kicked off Q3's marketing program with a continuation of the creative campaign developed in 2016, though we featured new photography assets and focused on 'SYVibes' as the branded headline. The creative campaign plays on VisitSYV's name and URL to speak to the valley's unique atmosphere & offerings.





Public Relations Campaign

Public relations efforts in the third quarter of 2017 included drafting and regional/national distribution of the following:

- **What's New press release:** "Never one to rest on its laurels, the Santa Ynez Valley offers a slew of new reasons to savor, sip, and explore wine country"; distributed July 1, 2017.
- **Relaxation press release:** "Relax...You're In the Santa Ynez Valley"; distributed on July 11.
- **Fall press release:** Adapted from fall media invitation, the fall press release "Arrival of harvest and holiday seasons make fall a special time in the Santa Ynez Valley" was distributed to regional and national media and highlighted events, activities, and the charm/appeal of the Santa Ynez Valley in fall. The media invitation was distributed on Sept. 22. The media invite had the following results:
 - Recipients: 96
 - Open rate: 34.78%
 - Media interested in coverage as a result:
 - Jim Thompson, Western News Svc (scheduled a 10/5-7 visit)
 - Rita Cook, Insider Magazine (interested in a Feb. 2018 visit)
 - Jennifer McLaughlin-Dunn, LA Travel Magazine
 - Merilee Kern, Luxe List Reviews
 - James Hills, Man Tripping
 - Jeremy Saum, AFAR
 - Deborah Fink, Luxury Magazine

PR efforts also included media outreach and media visit coordination with Juli Bauer of PaleOMG, Brooke Porter Katz of Martha Stewart Living & Martha Stewart Weddings, Elena Ollick of DailyMom.com, Trevor Morrow of Uproxx, Danny Jensen of KCET, Caleigh Alleyne of Country Living Magazine, Jenn McIvor of LA Wonders, Rich Rubin, freelance travel writer, Jim Thompson of Western News Service, Rita Cook of The Insider Magazine, Kristen Schott of Weddings California and Katie James of Brides Magazine. DVA also performed media outreach and scheduled appointments for VisitSYV for face-to-face media visits scheduled for October 2017 with Lila Battis, Food & Travel Editor of Travel + Leisure and Elyse Moody, Senior Editor of Martha Stewart Living & Martha Stewart Weddings.

Public Relations Results

Total value of public relations media coverage for Q3 2017: **\$470,320**

Total circulation/viewership of editorial coverage for Q3 2017: **8,813,266**

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Digital Results

Using the 2017 creative and new photography, we've expanded our Digital Advertising portion of this campaign to Google Display Ads, Facebook, Instagram and Pinterest for the third quarter. See the metrics below for Digital Advertising.

Google Display Ads

Northern California

1,244,359 total impressions

2,991 clicks

0.25% CTR

Southern California

1,142,726 total impressions

2,810 clicks

0.26% CTR

Facebook

Northern California

683,900 total impressions

5,480 clicks

.84% CTR

Southern California

307,111 total impressions

5,546 clicks

1.85% CTR

Visit Santa Ynez Valley
Sponsored · Like Page

Come together by getting away from it all. Santa Ynez Valley is the ideal escape for families of every size. #visitsyv #syvibes

Discover SYVibes
Click for wine, cuisine & adventure
VISITSYV.COM
Learn More



Instagram

Northern California

4,198 total impressions

51 clicks

1.09% CTR

Southern California

6,832 total impressions

65 clicks

0.81% CTR

Pinterest

331,681 total impressions

975 clicks

0.30% CTR

Website

Since our **website** debuted on April 6, 2014, we have now received **1,494,248** pageviews. The site has also garnered **100,443** clicks to our members' individual websites. The top 5 most popular pages on the site are as follows: (1) **Homepage**; (2) **Wine Tasting**; (3) **Events**; (4) **Restaurant Week**; (5) **Where to Stay – Hotels**. We've also added goal conversions to the website to track consumer activity; **1,387** goals were completed in Q3, including **281** "clicks to book". The remaining goal conversions included newsletter sign-ups, guide downloads and itinerary building web sign-ups.

Social Media Stats

- Our **Facebook** audience has increased to over **13,945** likes.
- VisitSYV **Twitter** account has **3,758** followers.
- VisitSYV **Instagram** continues to climb in followers, with **2,640** followers. Engagement has increased with the use of the #SYVibes hashtag.



Additional Print Advertising

Wine Enthusiast June 15th Special California Travel issue

VisitSYV purchased a listing in Wine Enthusiast's special cover to cover issue on the lifestyle of wine, food and travel; this special issue included content on top travel destinations, wine and food experiences, road trip maps, city guides, insider Q&A's as well as outdoor activities and insider lodgings. VisitSYV's listing included our logo, a 40 word description encouraging overnight stays in our 33 accommodations, and our URL. The ad included both a print and online listing complete with a link to VisitSYV.com.

Wine Spectator September 2017 Co-Op

VisitSYV partnered with the Solvang Conference & Visitors Bureau and the Buellton Visitors Bureau and Chamber of Commerce to produce a 1/3 page ad in Wine Spectator, with the issue reaching 3,000,000 readers. The vertical 3" x 11.25 ad promoted the Santa Ynez Valley as a premier, diverse wine country destination.

Santa Ynez Valley Star

VisitSYV continues to sponsor the monthly events calendar in the Santa Ynez Valley Star newspaper, and receives a monthly 1/4 page ad, which is used to highlight upcoming special events and draw users back to our events calendar at VisitSYV.com/events

Additional Display Advertising

Airport Digital Display Ad Buy

VisitSYV has purchased a two year campaign of digital display advertising in the Santa Barbara Airport which encourages travelers to visit the Santa Ynez Valley, highlighting that we are only 30 minutes north of the airport. Our ads play on a digital screen strategically placed by baggage claim and tourist information. Ads began June 1, 2017 and continue through June 2019.



Consumer Shows

Sundance Next Fest

VisitSYV was the sole wine sponsor for Sundance Next Fest, a weekend-long festival which took place August 10-13, 2017 at The Theatre at Ace Hotel in Downtown Los Angeles. Unique to Next Fest is Next Door, a free entertainment venue next to the Theatre for attendees to mingle and enjoy a drink, snacks and sponsor activities before or after the screenings. As the sole wine sponsor, VisitSYV brought on 10 winery partners to provide and pour wine in VisitSYV.com logo'd glassware and engage with over 2,000 consumers over the course of four days. VisitSYV destination guides and branded sunglasses with the #SYVibes hashtag were also distributed.



Education

Spirit of the Valley

2017 saw the second year of our Spirit of the Valley education program. We developed our SPIRIT program to enhance the visitor experience, and held our third seminar of 2017 at Naughty Oak Brewing Company with over 50 hospitality professionals in attendance on September 26, 2017 in Santa Ynez. The program teaches Four Seasons style customer service as well as information about each of our communities such as things to do after 5pm and activities for families. VisitSYV will hold a total of 4 seminars (each 3 hours long) during 2017, and will announce a Spirit of the Valley award recipient every year at the Annual Meeting, congratulating staff for their efforts. Attendees are left with new knowledge on the history of the Santa Ynez Valley, and the resources necessary to assist visitors.



Staff & Board Development

DMA West's 28th Annual Leadership Summit

Shelby Sim attended the DMA West Leadership Summit, July 31 – August 2, 2017 in Aspen, Colorado.

The Leadership Summit provides insight into the evolving challenges facing DMOs and those who lead them. Sim participated in face-to-face networking with CEO colleagues to garner industry intelligence and resources and explored industry priorities to determine how to best market the Santa Ynez Valley and lead our organization. The program included Peer Panels along with open discussion sessions, operational roundtables and the popular Marketing Idea Exchange.

Grants & Special Projects 3rd Quarter 2017 (\$4,500)

The purpose of our grants program continues to be to assist with publicity and outreach for valley events which encourage overnight stays. Primary consideration goes to events which occur mid-week (Sunday to Thursday) and/or in off-season. For marketing of valley events, grants were given to:

- Jazz & Beyond Series, produced by Solvang Festival Theater: **\$1,500**
- Los Alamos Old Days, produced by Los Alamos Valley Men's Club: **\$3,000**

Collaborations with Santa Barbara County DMOs and other organizations

VisitSYV collaborates actively with other county destination marketing organizations, including the Solvang CVB, Buellton Visitors Bureau, the Santa Barbara County Vintners Association, Visit Santa Barbara, the Buellton, Solvang, Los Olivos and Santa Ynez Chambers as well as the Santa Barbara Film Commission, The Chumash Foundation, the Santa Barbara County Association of Governments, and the Santa Barbara International Film Festival.

Public comment

Members of the board and the Executive Director continue to be called upon to make written and/or verbal public comment on a number of hotel and tourism related issues. Each question is raised on a board agenda and voted upon by the board, or authorized by the president, before comment is made. Ongoing participation with our water challenges, wine ordinance and special events ordinance hearings is anticipated by Executive Director, Shelby Sim, and, when needed, Linda Johansen, President.

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Organization

In August, board member, Randolph Pace (Sideways Inn in Buellton), stepped down and was replaced by Karla Azahar (General Manager, Santa Ynez Valley Marriott in Buellton). In September, board member Bob Oswaks (Owner, Bob's Well Bread Bakery in Los Alamos) stepped down and was replaced by Luca Crestanelli (Owner/Executive Chef, SY Kitchen in Santa Ynez). The board voted in Bryan Maroun (General Manager, Sunstone Winery in Santa Ynez) as Treasurer (an open position due to Pace's departure), and Sherrie FitzGerald (Director of Marketing, Alisal Guest Ranch and Resort in Solvang) as Secretary (an open position due to Oswaks' departure).

The board continues to meet monthly, normally the 2nd Thursday of the month, 9:00 a.m. at The Landsby in Solvang. VisitSYV members, and the public at large, are always welcomed to attend. The board consists of nine individuals, seven of which are from the hotel industry (3 Solvang, 2 Buellton, 2 Unincorporated County) and the other two positions are an at large representation of the membership base.

Staff & Board of Directors

Executive Director - Shelby Sim

Director of Marketing - Danielle Laudon

Member Services – Marisa Yott

The board members are:

President – Linda Johansen, Owner, Pea Soup Andersen's Inn, Buellton

Vice President – Barry Prescott, General Manager, The Landsby, Solvang

Secretary – Sherrie FitzGerald, Director of Marketing, Alisal Guest Ranch and Resort, Solvang

Treasurer – Bryan Maroun, General Manager, Sunstone Winery, Santa Ynez

Andrew Economon, Director of Hospitality, Chumash properties, including Hotel Corque and Hadsten House

Felipe Murcia, General Manager, Fess Parker Wine Country Inn & Spa, Los Olivos

Jim Rice, General Manager, Santa Ynez Inn, Santa Ynez

Karla Azahar, General Manager, SYV Marriott, Buellton

Luca Crestanelli, Owner/Executive Chef, SY Kitchen, Santa Ynez

Respectfully submitted by:

Shelby Sim, Executive Director

Santa Ynez Valley Hotel Association, dba Visit the Santa Ynez Valley

Shelby@VisitSYV.com

PO Box 633, Solvang, CA 93464

www.visitsyv.com, 805-325-3528

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 5

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: January 11, 2018

Subject: Revenue and Expenditure Reports through November 30, 2017

BACKGROUND

The attached reports compare month-to-month data covering the period July 1, 2017 through November 30, 2017. The reports are prepared monthly and submitted to Council on the second meeting of each month. Monthly reports are posted to the City's website. Upon monthly review, adjustments may be necessary and staff will update the website.

The expenditures are in line with the budget and revenue is below target due to timing differences. Both are expected to meet budget by year end.

FISCAL IMPACT

The Revenue and Expenditure Reports provide the community with an understanding of the financial activity of the City's funds on a monthly basis.

RECOMMENDATION

That the City Council receive and file the attached reports.

ATTACHMENTS

Attachment 1 - Revenue and Expenditure Reports through November 30, 2017

ATTACHMENT 1



City of Buellton, CA

General Fund Monthly Revenue (Unaudited)

For FY 2017-2018 - July 2017 Through June 2018, as of 11/30/17

| | 2017 | | | | | 42% | 2018 | | | | | FY 2017-2018 | |
|---------------------------------|--------------------------------|---------------------|------------------------|----------------------|-----------------------|-----------------------|----------------------|-----------------------|--------------------|--------------------|------------------|--------------|---------------------|
| | July 2017-2018 | August 2017-2018 | September 2017-2018 | October 2017-2018 | November 2017-2018 | December 2017-2018 | January 2017-2018 | February 2017-2018 | March 2017-2018 | April 2017-2018 | May 2017-2018 | | June 2017-2018 |
| Fund: 001 - General Fund | | | | | | | | | | | | | |
| Revenue | | | | | | | | | | | | | |
| 001-41005 | Property Taxes - Secured | - | - | - | 246.17 | 209,177.17 | - | - | - | - | - | - | 209,423.34 |
| 001-41010 | Property Taxes - Unsecured | - | - | - | 63,732.08 | - | - | - | - | - | - | - | 63,732.08 |
| 001-41015 | Homeowners Exemptions | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-41020 | Franchise Fees | 7,597.86 | 8,998.38 | 21,218.02 | 11,649.01 | - | - | - | - | - | - | - | 49,463.27 |
| 001-41025 | Sales Tax | 154,500.00 | 154,500.00 | 205,900.00 | - | - | - | - | - | - | - | - | 514,900.00 |
| 001-41035 | Transient Occupancy Tax | 311,994.84 | 280,774.35 | 252,166.65 | 223,545.34 | 218,111.27 | - | - | - | - | - | - | 1,286,592.45 |
| 001-41040 | Property Transfer Tax | 3,519.45 | 1,799.60 | 1,958.00 | - | - | - | - | - | - | - | - | 7,277.05 |
| 001-42010 | Zoning Clearance | 135.00 | 135.00 | 90.00 | 180.00 | 90.00 | - | - | - | - | - | - | 630.00 |
| 001-42015 | Small Permits | 25.00 | - | 4,750.00 | - | 300.00 | - | - | - | - | - | - | 5,075.00 |
| 001-43005 | Motor Vehicle in Lieu Tax | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-43010 | MV License Fee Compensation | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-43015 | COPS grant | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-43020 | CA Indian Gaming Grant | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-43035 | CA Prop 18 Revenue | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-43040 | Beverage Container Grant | - | 5,000.00 | - | - | - | - | - | - | - | - | - | 5,000.00 |
| 001-44005 | Buellton Recreation Program | 27,356.70 | 7,053.24 | 6,239.97 | 6,276.96 | 12,589.33 | - | - | - | - | - | - | 59,516.20 |
| 001-44010 | Recreation Program 50/50 | - | - | 18.85 | 2,435.05 | (130.02) | - | - | - | - | - | - | 2,323.88 |
| 001-44015 | Buellton Rec Program Trips | 9,649.30 | 5,389.27 | 799.00 | 433.00 | (44.11) | - | - | - | - | - | - | 16,226.46 |
| 001-44020 | Park Reservation Fees | 320.00 | 600.00 | 200.00 | - | (40.00) | - | - | - | - | - | - | 1,080.00 |
| 001-44025 | Event Application Fee/Temp Use | - | 255.00 | 155.00 | 155.00 | (100.00) | - | - | - | - | - | - | 465.00 |
| 001-44035 | Cost Reimbursement | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-44105 | Interest | 417.21 | 451.90 | 11,905.70 | 461.30 | (22.11) | - | - | - | - | - | - | 13,214.00 |
| 001-44250 | Miscellaneous | 459.97 | 1,203.28 | 1,112.37 | 920.72 | 1,966.53 | - | - | - | - | - | - | 5,662.87 |
| 001-45005 | Criminal Fines & Penalties | 59.02 | 35.77 | 17.38 | - | - | - | - | - | - | - | - | 112.17 |
| 001-45010 | Fines & Fees | 1,903.46 | 1,844.15 | 1,896.67 | - | - | - | - | - | - | - | - | 5,644.28 |
| 001-49010 | Rent | 8,385.00 | 6,950.00 | 7,705.00 | 8,380.00 | 6,760.00 | - | - | - | - | - | - | 38,180.00 |
| 001-49526 | CA Mandated Cost Reimbursement | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-49532 | Code Enforcement Fines | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-49536 | Conditional Use Permit | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-49548 | Document Sales | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-49566 | Home Occupation Permit | 25.00 | 25.00 | - | 25.00 | 25.00 | - | - | - | - | - | - | 100.00 |
| 001-49585 | Miscellaneous Permits | - | - | - | - | - | - | - | - | - | - | - | - |
| 001-49609 | Sale of Property | - | - | - | - | - | - | - | - | - | - | - | - |
| | Revenue Total: | 526,347.81 | 475,014.94 | 516,132.61 | 318,439.63 | 448,683.06 | - | - | - | - | - | - | 2,284,618.05 |

Percentage Received: 30%

| | |
|----------------------------------|-----------------|
| Original Budget | \$ 7,641,145.00 |
| Budget Amendment, Res. No. 17-21 | \$ 60,000.00 |
| Revised Budget | \$ 7,701,145.00 |



City of Buellton, CA

General Fund
Monthly Expenditures (Unaudited)
 For FY 2017-2018 - July 2017 Through June 2018, as of 11/30/17

| Department | 2017 | | | | | 2018 | | | | | | | | FY 2017-2018 |
|---|-------------------|---------------------|------------------------|----------------------|-----------------------|-----------------------|----------------------|-----------------------|--------------------|--------------------|------------------|-------------------|---------------------|--------------|
| | July 2017-2018 | August 2017-2018 | September 2017-2018 | October 2017-2018 | November 2017-2018 | December 2017-2018 | January 2017-2018 | February 2017-2018 | March 2017-2018 | April 2017-2018 | May 2017-2018 | June 2017-2018 | | |
| Fund: 001 - General Fund | | | | | | | | | | | | | | |
| Expense | | | | | | | | | | | | | | |
| 401 - CITY COUNCIL | 13,273.01 | 9,342.55 | 14,763.84 | 8,538.96 | 8,729.25 | - | - | - | - | - | - | - | 54,647.61 | |
| 402 - CITY MANAGER | 17,171.36 | 17,093.84 | 24,653.61 | 16,987.80 | 16,986.16 | - | - | - | - | - | - | - | 92,892.77 | |
| 403 - CITY CLERK | 7,685.62 | 8,012.39 | 10,955.33 | 9,089.57 | 8,691.05 | - | - | - | - | - | - | - | 44,433.96 | |
| 404 - CITY ATTORNEY | - | 10,502.78 | 10,284.29 | 10,256.11 | 13,428.80 | - | - | - | - | - | - | - | 44,471.98 | |
| 410 - NON-DEPARTMENTAL | 302,081.42 | 57,014.54 | 41,051.36 | 58,210.60 | 58,234.91 | - | - | - | - | - | - | - | 516,592.83 | |
| 420 - FINANCE | 20,330.35 | 14,412.14 | 23,884.64 | 15,729.75 | 16,512.47 | - | - | - | - | - | - | - | 90,869.35 | |
| 501 - PUBLIC SAFETY - POLICE/FIRE | - | 285,393.74 | 335,922.21 | 143,593.07 | 54,134.38 | - | - | - | - | - | - | - | 819,043.40 | |
| 510 - LEISURE SERVICES - LIBRARY | 14.60 | 142,061.43 | 1,136.83 | 602.95 | 443.13 | - | - | - | - | - | - | - | 144,258.94 | |
| 511 - RECREATION | 73,661.10 | 59,270.03 | 41,920.70 | 46,367.19 | 30,789.31 | - | - | - | - | - | - | - | 252,008.33 | |
| 550 - PUBLIC WORKS - STREET LIGHTS | - | 4,994.65 | 5,204.24 | 5,162.13 | 5,217.76 | - | - | - | - | - | - | - | 20,578.78 | |
| 551 - STORM WATER | (755.70) | 10,165.60 | 11,366.75 | - | 19,910.50 | - | - | - | - | - | - | - | 40,687.15 | |
| 552 - PUBLIC WORKS - PARKS | 39,234.28 | 37,567.77 | 34,806.43 | 25,530.85 | 19,020.38 | - | - | - | - | - | - | - | 156,159.71 | |
| 556 - PUBLIC WORKS - LANDSCAPE MAINTENANCE | 1,478.29 | 10,885.88 | 14,999.78 | 8,916.66 | 7,273.47 | - | - | - | - | - | - | - | 43,554.08 | |
| 557 - PUBLIC WORKS - ENGINEERING | - | 360.00 | - | - | - | - | - | - | - | - | - | - | 360.00 | |
| 558 - PUBLIC WORKS - GENERAL | 34,727.01 | 42,855.94 | 58,558.61 | 41,214.73 | 40,607.38 | - | - | - | - | - | - | - | 217,963.67 | |
| 565 - PLANNING | 29,923.51 | 34,424.73 | 28,685.12 | 24,654.20 | 21,633.69 | - | - | - | - | - | - | - | 139,321.25 | |
| Transfer to CIP Fund 092 (Updated Quarterly) | - | - | 170,517.86 | - | - | - | - | - | - | - | - | - | 170,517.86 | |
| Expense Total (Actual through November): | 538,824.85 | 744,358.01 | 828,711.60 | 414,854.57 | 321,612.64 | - | - | - | - | - | - | - | 2,848,361.67 | |

Percentage Spent: **38%**

| | |
|----------------------------------|-----------------|
| Original Budget | \$ 7,399,055.00 |
| Budget Amendment, Res. No. 17-21 | \$ 25,000.00 |
| Revised Budget | \$ 7,424,055.00 |

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 6

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: January 11, 2018

Subject: Monthly Treasurer’s Report – November 30, 2017

BACKGROUND

California Government Code Section 53646(b)(3) provides mandatory investment reporting requirements for California public agencies. The attached Treasurer’s Report complies with the State’s reporting requirement.

On June 8, 2017, Council adopted the current Investment Policy per Resolution 17-10 which states the City Finance Director, as the investment officer, must submit monthly reports to City Council to demonstrate that sufficient cash flow liquidity is available to meet the succeeding month’s estimated expenditures.

This Treasurer’s Report is for November 30, 2017. Treasurer’s Reports are presented on a monthly basis.

FISCAL IMPACT

There is no fiscal impact; this report is intended to show the City Council the financial performance of the City’s investment portfolio of idle funds.

RECOMMENDATION

That the City Council receive and file the Treasurer’s Report for the month ending in November 30, 2017.

ATTACHMENTS

Attachment 1 – Monthly Treasurer’s Report – November 30, 2017



City of Buellton

City of Buellton
Monthly Treasurer's Report
As of November 30, 2017

January 11, 2018

This report presents the City's cash activity and investment portfolio as of November 30, 2017. The report includes:

- 1) Cash and investments at November 30, 2017 compared to the prior month;
- 2) A reconciliation of cash and investments to City ledger balances;
- 3) All investments managed by the City on its own behalf;
- 4) Beginning of year fund balance, revenues, expenditures and ending fund balance for each fund at November 30, 2017

The following schedule is a summary of the City's cash and investments based on recorded value as of November 30, 2017 compared with the prior month.

| | November 30, 2017 | October 31, 2017 |
|-----------------------------------|-------------------------|-------------------------|
| Cash | \$ 2,560,381.93 | \$ 2,101,752.30 |
| Investments held by the City | 8,835,305.16 | 8,835,612.77 |
| TOTAL CASH AND INVESTMENTS | \$ 11,395,687.09 | \$ 10,937,365.07 |

Summary of activity for the Month and Future Liquidity: The increase of about \$458,500 in cash in November is due to the receipt of secured property tax revenues distributed and September sales tax advance received from the state. The portfolio is sufficiently liquid to meet expected expenditures for the coming six months.

The following schedule is a reconciliation of Cash and Investments to City ledger:



Pooled Cash Report

City of Buellton, CA
For the Period Ending 11/30/2017

| ACCOUNT # | ACCOUNT NAME | 10/31/2017 Balance | CURRENT ACTIVITY | 11/30/2017 Balance |
|----------------------------|--------------------------------|-----------------------|---------------------|-----------------------|
| CLAIM ON CASH | | | | |
| 001-10000 | Claim On Pooled Cash | 5,632,137.37 | 288,926.82 | 5,921,064.19 |
| 005-10000 | Claim On Pooled Cash | 1,443,404.34 | 38,666.66 | 1,482,071.00 |
| 006-10000 | Claim on Pooled Cash | 117,396.73 | - | 117,396.73 |
| 020-10000 | Claim On Pooled Cash | 1,998,286.10 | 162,097.62 | 2,160,383.72 |
| 021-10000 | Claim on Pooled Cash | 196,312.40 | - | 196,312.40 |
| 023-10000 | Claim On Pooled Cash | 475,505.08 | - | 475,505.08 |
| 024-10000 | Claim On Pooled Cash | 20,384.02 | - | 20,384.02 |
| 025-10000 | Claim On Pooled Cash | 342,792.91 | 5,360.07 | 348,152.98 |
| 027-10000 | Claim On Pooled Cash | 46,632.87 | (2,968.09) | 43,664.78 |
| 029-10000 | Claim On Pooled Cash | 28,831.00 | (6,502.50) | 22,328.50 |
| 031-10000 | Claim On Pooled Cash | 429,517.15 | 31,535.45 | 461,052.60 |
| 072-10000 | Claim on Pooled Cash | - | - | - |
| 075-10000 | Claim On Pooled Cash | 227,791.31 | (2,700.00) | 225,091.31 |
| 090-10000 | Claim On Pooled Cash | - | - | - |
| 091-10000 | Claim On Pooled Cash | - | - | - |
| 092-10000 | Claim On Pooled Cash | (21,626.21) | (56,094.01) | (77,720.22) |
| TOTAL CLAIM ON CASH | | 10,937,365.07 | 458,322.02 | 11,395,687.09 |
| CASH IN BANK | | | | |
| Cash in Bank | | | | |
| 999-10001 | Pooled Cash - General Checking | 2,088,033.40 | 458,452.89 | 2,546,486.29 |
| 999-10002 | Pooled Cash - Money Market | 205,682.02 | 33.82 | 205,715.84 |
| 999-10003 | Pooled Cash - FSA | 13,718.90 | 176.74 | 13,895.64 |
| 999-10004 | Pooled Cash - Brokerage | 249,306.27 | (94.62) | 249,211.65 |
| 999-10005 | Pooled Cash - LAIF | 8,131,346.65 | - | 8,131,346.65 |
| 999-10006 | Pooled Cash - Morgan Stanley | 249,277.83 | (246.81) | 249,031.02 |
| TOTAL: Cash in Bank | | 10,937,365.07 | 458,322.02 | 11,395,687.09 |

| Per Statements: | 11/30/2017 |
|-----------------------------------|----------------------|
| Rabobank General Checking | 2,733,721.34 |
| Rabobank Money Market | 205,715.84 |
| Rabobank FSA | 13,895.64 |
| Local Agency Investment Fund | 8,131,346.65 |
| First Empire | 249,211.65 |
| Morgan Stanley | 249,031.02 |
| Total Cash per Statements: | 11,582,922.14 |

| | |
|--|--------------|
| Claim on Cash vs. Total Cash Per Statements: | (187,235.05) |
| Outstanding items per System Reconciliation | 187,235.05 |
| Difference: | (0.00) |

Monthly Treasurer's Report
As of November 30, 2017

City of Buellton
Investment Summary
November 30, 2017

| Investment Portfolio | Interest Rate | Type | Market Value | Maturity Term | Maturity Date |
|--|---------------|-----------------------------------|------------------------|---------------|---------------|
| Local Agency Investment Fund - LAIF | 1.111% | Government - State Pool | \$ 8,131,346.65 | NA | NA |
| Berkshire Bank* | 1.35% | Negotiable Certificate of Deposit | 249,211.65 | 5 years | 4/30/2018 |
| Rabobank Money Market | 0.20% | Public Investment Money Market | 205,715.84 | NA | NA |
| Wells Fargo Bank** | 2.25% | Certificate of Deposit | 247,616.80 | 5 Years | 8/16/2022 |
| Total Invested: | | | \$ 8,833,890.94 | | |
| <i>Cash in Portfolio Holding Account</i> | | | | | |
| Portfolio Holding** | | Cash Balance | 1,414.22 | | |
| Total Cash in Investments: | | | 1,414.22 | | |
| Total: | | | \$ 8,835,305.16 | | |

*Held by First Empire

**Held by Morgan Stanley

Currently, short-term excess cash is primarily invested in the Local Agency Investment Fund (LAIF) administered by the State Treasurer. This is a high quality investment available in terms of safety, liquidity, and yield. Due to fluctuations in the marketplace, the City may have some investments with a current market value that is greater or less than the recorded value. This difference has no effect on investment yield as the City intends to hold the securities to maturity. However, generally accepted accounting principles require that market gains and losses be reported as interest earnings or losses at year-end.

The following is a fund balance schedule showing beginning fund balance at July 1, 2017 plus revenues minus expenditures for the period, resulting in ending fund balance at November 30, 2017. Fund balance includes total assets and liabilities of the City.



City of Buellton, CA

Fund Balance Report

As Of 11/30/2017

| Fund | July 1, 2017 Balance | Total Revenues | Total Expenses | November 30, 2017 Balance |
|-------------------------------------|----------------------|---------------------|---------------------|---------------------------|
| 001 - General Fund | 6,879,205.82 | 2,284,618.05 | 2,848,361.67 | 6,315,462.20 |
| 005 - Sewer Fund | 3,486,348.95 | 453,873.78 | 340,736.15 | 3,599,486.58 |
| 006 - Wastewater Capital | 81,915.55 | 50,213.44 | - | 132,128.99 |
| 020 - Water Fund | 5,638,570.87 | 1,119,545.96 | 730,648.15 | 6,027,468.68 |
| 021 - Water Capital | - | 78,817.89 | - | 78,817.89 |
| 023 - Housing Fees | 476,537.26 | 967.82 | 2,000.00 | 475,505.08 |
| 024 - Traffic Mitigation Fund | 12,648.71 | 7,735.31 | - | 20,384.02 |
| 025 - Gas Tax Fund | 353,635.43 | 50,872.15 | 123,302.10 | 281,205.48 |
| 027 - Local Transportation Fund | 49,453.33 | 1,751.41 | 11,499.96 | 39,704.78 |
| 029 - Transportation Planning | (132,106.10) | 17,944.00 | 20,035.00 | (134,197.10) |
| 031 - Measure A | 210,042.53 | 145,775.84 | 165,942.77 | 189,875.60 |
| 072 - Landscape Maintenance Fund | - | - | - | - |
| 075 - Trust & Agency Fund | 2,145.00 | 465.05 | - | 2,610.05 |
| 090 - Long Term Debt | (1,261,835.00) | - | - | (1,261,835.00) |
| 091 - General Fixed Assets | 17,240,627.54 | - | - | 17,240,627.54 |
| 092 - Capital Improvement Proj Fund | - | 445,195.23 | 947,307.59 | (502,112.36) |
| Report Total: | 33,037,189.89 | 4,657,775.93 | 5,189,833.39 | 32,505,132.43 |

As required by Government Code Section 5346 (b) (3), the chief officer for the City declares that there is sufficient funds to meet all obligations for the next six months.

Shannel Zamora

Shannel Zamora
Finance Director

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 7

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: January 11, 2018

Subject: Monthly Activity Report - Enterprise Funds through November 30, 2017

BACKGROUND

The attached report compares month-to-month data covering the periods July 1, 2017 through November 30, 2017 (Attachment 1) for the Water and Sewer Enterprise Funds. A second report with 12-month data from December 1, 2016 through November 30, 2017 is included for reference to trends only (Attachment 2).

Sewer revenue and expenditures are both under budget for the 2017-18 Fiscal Year. Water revenue is on target and expenditures are under budget. It should be noted that depreciation expense is estimated each month for reporting purposes. The estimate is based on prior year depreciation amounts. Actual depreciation expense will be calculated at the end of the fiscal year.

Both the Wastewater and Water Capital Funds revenues and expenditures are under budget. The Wastewater and Water Capital Funds did not receive Connection Fees in the month of November 2017. Connection Fee revenues are restricted for Capital Improvement Projects that enhance capacity and cannot be used for operating costs. Upon monthly review, adjustments may be necessary.

FISCAL IMPACT

The Monthly Activity Report Enterprise Funds will provide the council with an understanding of the financial activity of the Water and Sewer Departments and how the implemented rate increases have affected the City's funds on a monthly basis.

RECOMMENDATION

That the City Council receive and file the attached reports.

ATTACHMENTS

Attachment 1 – Monthly Activity Report Enterprise Funds through November 30, 2017
Attachment 2 – Monthly Activity Report Enterprise Funds 12-months through November 30, 2017

ATTACHMENT 1

City of Buellton, CA

Monthly Activity Report FY 2017-2018 Enterprise Funds For July 2017 Through June 2018, as of 11/30/17



| | 2017 | | | | 42% | | 2018 | | | | | | Fiscal YTD |
|-------------------------------|---------------------------------|------------------|------------------|------------------|------------------|------------------|-----------|-----------|-----------|-----------|-----------|-----------|---------------------|
| | July | August | September | October | November | December | January | February | March | April | May | June | 2017-2018 |
| | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 |
| Fund: 005 - Sewer Fund | | | | | | | | | | | | | |
| Revenue | | | | | | | | | | | | | |
| 005-44105 | Interest | - | - | 2,907.56 | - | - | - | - | - | - | - | - | 2,907.56 |
| 005-44110 | Sales | 86,482.04 | 87,673.77 | 87,205.27 | 95,859.46 | 88,932.70 | - | - | - | - | - | - | 446,153.24 |
| 005-44115 | Connection Fees | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-44120 | Set-Up Fees | 170.00 | 170.00 | 170.00 | 120.00 | 95.00 | - | - | - | - | - | - | 725.00 |
| 005-44125 | Late Charges | 486.34 | 1,389.08 | 802.91 | 626.17 | 783.48 | - | - | - | - | - | - | 4,087.98 |
| 005-44126 | Gain (Loss) on Capital Assets | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-44250 | Miscellaneous | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-49648 | Infrastructure Contributions | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-49649 | Insurance Refund-Gen Liability | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-49650 | Insurance Reimbursement-WC | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-49651 | Prior Year Adjustment | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-49652 | Transfer from Reserves | - | - | - | - | - | - | - | - | - | - | - | - |
| | Revenue Total: | 87,138.38 | 89,232.85 | 91,085.74 | 96,605.63 | 89,811.18 | | | | | | | 453,873.78 |
| | | | | | | | | | | | | | 1,188,808.00 |
| | | | | | | | | | | | | | 38% |
| Expense | | | | | | | | | | | | | |
| 005-701-50000 | Salaries | 8,412.79 | 18,588.90 | 25,465.29 | 17,564.11 | 17,441.23 | - | - | - | - | - | - | 87,472.32 |
| 005-701-50035 | Hourly | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-50120 | Employer SS/MC | 376.62 | 365.89 | 521.87 | 260.82 | 237.66 | - | - | - | - | - | - | 1,762.86 |
| 005-701-50130 | UI & Employee Training Tax | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-50200 | PERS Retirement | 2,056.64 | 1,882.38 | 2,769.53 | 1,972.76 | 2,007.29 | - | - | - | - | - | - | 10,688.60 |
| 005-701-50300 | Workers Compensation | 8,850.00 | - | - | - | - | - | - | - | - | - | - | 8,850.00 |
| 005-701-50301 | Workers Compensation | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-50400 | Medical Benefit | 2,932.41 | 2,493.62 | 2,493.63 | 2,493.65 | 2,608.66 | - | - | - | - | - | - | 13,021.97 |
| 005-701-50410 | Employer Paid DCP | 645.89 | 633.94 | 633.94 | 931.82 | 632.24 | - | - | - | - | - | - | 3,476.00 |
| 005-701-50500 | Group Life Ins Benefit | 23.41 | 22.51 | 22.51 | 25.87 | 27.10 | - | - | - | - | - | - | 121.40 |
| 005-701-50600 | Insurance - Liability | 11,647.00 | - | - | - | - | - | - | - | - | - | - | 11,647.00 |
| 005-701-50610 | Insurance - Property | - | 6,769.00 | - | - | - | - | - | - | - | - | - | 6,769.00 |
| 005-701-50620 | Insurance - Bond | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60021 | Audit | - | - | 2,666.67 | - | 1,666.67 | - | - | - | - | - | - | 4,333.34 |
| 005-701-60131 | Laundry / Uniforms | - | 300.00 | - | 158.73 | - | - | - | - | - | - | - | 458.73 |
| 005-701-60210 | Computer Maintenance & Software | 472.02 | 236.01 | 5,327.96 | 3,976.01 | 258.00 | - | - | - | - | - | - | 10,270.00 |
| 005-701-60211 | Data Processing Contract Maint | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60250 | Maintenance / Repair | 361.24 | 11,781.10 | 4,950.76 | 4,394.19 | 118.50 | - | - | - | - | - | - | 21,605.79 |
| 005-701-60270 | Maintenance - Vehicles | 1,015.95 | 1,187.55 | 34.05 | 218.32 | 132.98 | - | - | - | - | - | - | 2,588.85 |
| 005-701-60310 | Equipment Rental | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60315 | Rental of Property | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60316 | Rental of Property | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60650 | Membership & Publications | - | - | - | - | 64.08 | - | - | - | - | - | - | 64.08 |
| 005-701-60710 | Travel & Training | - | 960.81 | - | - | 39.22 | - | - | - | - | - | - | 1,000.03 |
| 005-701-60800 | Contract Services | 5,644.52 | 15,001.11 | 19,971.58 | 19,860.32 | 124.04 | - | - | - | - | - | - | 60,601.57 |
| 005-701-60830 | Contract Services-Engineering | - | 567.50 | - | - | - | - | - | - | - | - | - | 567.50 |
| 005-701-60835 | Contract Services-Fin.Consult. | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60840 | Contract Services-Legal Fees | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60850 | Contract Svcs-WWTP Expansion | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60900 | Misc/CalPERS Unfunded Liability | 14,326.35 | 57.21 | 348.98 | 347.65 | 330.44 | - | - | - | - | - | - | 15,410.63 |
| 005-701-61111 | Chemicals / Analysis | 3,704.16 | 4,709.25 | 1,299.51 | 6,628.49 | 1,202.49 | - | - | - | - | - | - | 17,543.90 |
| 005-701-61127 | Tools | - | - | - | 290.04 | 74.21 | - | - | - | - | - | - | 364.25 |
| 005-701-61130 | Office Supplies | 39.30 | 279.04 | 161.33 | 240.40 | - | - | - | - | - | - | - | 720.07 |
| 005-701-61131 | Postage | 279.82 | 587.50 | 560.00 | 8.94 | 704.67 | - | - | - | - | - | - | 2,140.93 |
| 005-701-61140 | Operational Supplies | 418.64 | 408.41 | 607.93 | 68.35 | - | - | - | - | - | - | - | 1,503.33 |
| 005-701-61211 | Utilities - Water | - | - | 1,138.41 | 376.79 | 380.70 | - | - | - | - | - | - | 1,895.90 |
| 005-701-61241 | Utilities - Electric | - | 8,010.21 | 9,898.24 | 9,769.28 | 8,751.65 | - | - | - | - | - | - | 36,429.38 |
| 005-701-61280 | Fuel - Vehicles | 532.55 | 487.98 | 376.00 | 485.13 | 411.66 | - | - | - | - | - | - | 2,293.32 |
| 005-701-61410 | Newsletter | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-67500 | Paint WWTP Clarifier | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-67575 | Regulatory Compliance | - | - | - | 463.50 | - | - | - | - | - | - | - | 463.50 |
| 005-701-67600 | Safety Equipment | - | - | - | 165.23 | - | - | - | - | - | - | - | 165.23 |

| | 2017 | | 42% | | | 2018 | | | | | | | Fiscal YTD |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|
| | July | August | September | October | November | December | January | February | March | April | May | June | 2017-2018 |
| | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 | 2017-2018 |

Fund: 020 - Water Fund

| Revenue | | | | | | | | | | | | | - |
|---------------------------|--------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---|---|---|---|---|---|---------------------|
| 020-44105 | Interest | - | - | 3,720.44 | - | - | - | - | - | - | - | - | 3,720.44 |
| 020-44115 | Connection Fees | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-44120 | Set-Up Fees | 170.00 | 170.00 | 170.00 | 120.00 | 95.00 | - | - | - | - | - | - | 725.00 |
| 020-44125 | Late Charges | 721.27 | 2,744.43 | 1,767.13 | 1,622.62 | 1,792.09 | - | - | - | - | - | - | 8,647.54 |
| 020-44210 | Bulk Water | 5,621.72 | 6,543.50 | 4,077.25 | 5,358.00 | 2,585.00 | - | - | - | - | - | - | 24,185.47 |
| 020-44215 | Sales | 204,747.48 | 205,018.52 | 241,799.10 | 217,442.24 | 197,861.17 | - | - | - | - | - | - | 1,066,868.51 |
| 020-44220 | Meter Service Installation | - | 6,690.00 | 5,740.00 | - | - | - | - | - | - | - | - | 12,430.00 |
| 020-44240 | Service Reinstatement Fee | 140.00 | 160.00 | 120.00 | 153.00 | 226.00 | - | - | - | - | - | - | 799.00 |
| 020-44245 | Infrastructure Contributions | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-44246 | Gain (Loss) on Capital Assets | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-44250 | Miscellaneous | 20.00 | 60.00 | - | 40.00 | - | - | - | - | - | - | - | 120.00 |
| 020-49656 | Hydrant Permits | 450.00 | 400.00 | 350.00 | 450.00 | 400.00 | - | - | - | - | - | - | 2,050.00 |
| 020-49657 | Insurance Refund-Gen Liability | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-49658 | Insurance Reimbursement-WC | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-49659 | Prior Year Adjustment | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-49660 | Transfer from Gen Fund & Sewer | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-49661 | Transfer from Reserves | - | - | - | - | - | - | - | - | - | - | - | - |
| | Revenue Total: | 211,870.47 | 221,786.45 | 257,743.92 | 225,185.86 | 202,959.26 | | | | | | | 1,119,545.96 |

Revenue Budget 2,497,255.00
Percent Received 45%

| Expense | | | | | | | | | | | | | - |
|-------------------------------|---------------------------------|-----------|-----------|-----------|-----------|-----------|---|---|---|---|---|---|-----------|
| 020-601-50000 | Salaries | 7,691.94 | 17,147.19 | 23,302.73 | 16,122.40 | 15,999.54 | - | - | - | - | - | - | 80,263.80 |
| 020-601-50035 | Hourly | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-50120 | Employer SS/MC | 360.60 | 344.79 | 490.30 | 239.71 | 216.61 | - | - | - | - | - | - | 1,652.01 |
| 020-601-50130 | UI & Employee Training Tax | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-50200 | PERS Retirement | 1,963.97 | 1,782.54 | 2,620.00 | 1,872.88 | 1,907.55 | - | - | - | - | - | - | 10,146.94 |
| 020-601-50300 | Workers Compensation | 9,428.00 | - | - | - | - | - | - | - | - | - | - | 9,428.00 |
| 020-601-50301 | Workers Compensation | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-50400 | Medical Benefit | 2,852.37 | 2,333.48 | 2,333.49 | 2,333.48 | 2,448.54 | - | - | - | - | - | - | 12,301.36 |
| 020-601-50410 | Employer Paid DCP | 587.10 | 547.35 | 801.99 | 545.71 | 545.58 | - | - | - | - | - | - | 3,027.73 |
| 020-601-50500 | Group Life Ins Benefit | 22.41 | 20.80 | 20.83 | 24.12 | 25.40 | - | - | - | - | - | - | 113.56 |
| 020-601-50600 | Insurance - Liability | 11,647.00 | - | - | - | - | - | - | - | - | - | - | 11,647.00 |
| 020-601-50610 | Insurance - Property | - | 6,769.00 | - | - | - | - | - | - | - | - | - | 6,769.00 |
| 020-601-50620 | Insurance - Bond | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60021 | Audit | - | - | 2,666.66 | - | 1,666.67 | - | - | - | - | - | - | 4,333.33 |
| 020-601-60131 | Laundry / Uniforms | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60210 | Computer Maintenance & Software | 4,131.01 | - | 5,091.95 | 3,740.00 | 21.99 | - | - | - | - | - | - | 12,984.95 |
| 020-601-60211 | Data Processing Contract Maint | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60250 | Maintenance / Repair | 4,418.70 | 6,629.37 | 6,268.63 | 5,935.62 | 1,898.38 | - | - | - | - | - | - | 25,150.70 |
| 020-601-60270 | Maintenance - Vehicles | 921.18 | 390.18 | - | 88.32 | 11.30 | - | - | - | - | - | - | 1,410.98 |
| 020-601-60310 | Equipment Rental | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60315 | Rental of Property | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60316 | Rental of Property | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60550 | Printing | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60650 | Membership & Publications | - | 1,138.00 | - | 125.00 | 294.08 | - | - | - | - | - | - | 1,557.08 |
| 020-601-60710 | Travel & Training | 19.20 | 1,210.81 | - | - | 39.22 | - | - | - | - | - | - | 1,269.23 |
| 020-601-60800 | Contract Services | 34.50 | 3,975.33 | 1,572.57 | 1,194.42 | 651.05 | - | - | - | - | - | - | 7,427.87 |
| 020-601-60830 | Contract Services-Engineering | - | 7,597.50 | 15,165.00 | - | 6,188.75 | - | - | - | - | - | - | 28,951.25 |
| 020-601-60835 | Contract Services-Fin.Consult. | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60840 | Contract Services-Legal Fees | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60900 | Misc/CalPERS Unfunded Liability | 14,326.35 | 57.21 | 348.98 | 361.33 | 330.44 | - | - | - | - | - | - | 15,424.31 |
| 020-601-61111 | Chemicals / Analysis | 1,890.52 | 5,625.10 | 3,121.59 | 5,487.31 | 155.20 | - | - | - | - | - | - | 16,279.72 |
| 020-601-61127 | Tools | - | - | 38.00 | - | 74.21 | - | - | - | - | - | - | 112.21 |
| 020-601-61130 | Office Supplies | - | 279.05 | - | 152.36 | - | - | - | - | - | - | - | 431.41 |
| 020-601-61131 | Postage | 279.83 | 587.50 | 560.00 | 8.95 | 704.67 | - | - | - | - | - | - | 2,140.95 |
| 020-601-61140 | Operational Supplies | 87.45 | 79.09 | 49.40 | 53.35 | - | - | - | - | - | - | - | 269.29 |
| 020-601-61240 | Meter Expense | - | 2,421.81 | - | - | 4,085.88 | - | - | - | - | - | - | 6,507.69 |
| 020-601-61241 | Utilities - Electric | - | 14,540.03 | 17,113.51 | 13,535.38 | 11,767.24 | - | - | - | - | - | - | 56,956.16 |
| 020-601-61280 | Fuel - Vehicles | 532.55 | 487.98 | 376.00 | 485.13 | 411.66 | - | - | - | - | - | - | 2,293.32 |
| 020-601-61410 | Newsletter | - | - | - | - | - | - | - | - | - | - | - | - |



City of Buellton, CA

ATTACHMENT 2

Monthly Activity Report

12-Month Enterprise Funds

For December 2016 Through November 2017

| | 2016 December 2016-2017 | 2017 January 2016-2017 | February 2016-2017 | March 2016-2017 | April 2016-2017 | May 2016-2017 | June 2016-2017 | July 2017-2018 | August 2017-2018 | September 2017-2018 | October 2017-2018 | November 2017-2018 | 12-month Totals | |
|-------------------------------|--|------------------------------|-----------------------|--------------------|--------------------|------------------|-------------------|-------------------|---------------------|------------------------|----------------------|-----------------------|------------------|-------------------|
| Fund: 005 - Sewer Fund | | | | | | | | | | | | | | |
| Revenue | | | | | | | | | | | | | | |
| 005-44105 | Interest | 1,690.66 | - | - | 1,962.85 | - | - | 2,426.32 | - | 2,907.56 | - | - | 8,987.39 | |
| 005-44110 | Sales | 71,863.77 | 71,445.73 | 60,932.32 | 81,814.38 | 79,178.18 | 80,718.96 | 86,659.95 | 86,482.04 | 87,673.77 | 87,205.27 | 95,859.46 | 978,766.53 | |
| 005-44115 | Connection Fees | - | - | 3,387.00 | - | - | (11,548.00) | - | - | - | - | - | (8,161.00) | |
| 005-44120 | Set-Up Fees | 45.00 | 55.00 | 60.00 | 110.00 | 130.00 | 235.00 | 170.00 | 170.00 | 170.00 | 120.00 | 95.00 | 1,585.00 | |
| 005-44125 | Late Charges | 265.75 | 622.86 | 543.82 | 509.94 | 254.20 | 479.69 | 486.34 | 1,389.08 | 802.91 | 626.17 | 783.48 | 7,313.41 | |
| 005-44126 | Gain (Loss) on Capital Assets | - | - | - | - | - | - | - | - | - | - | - | - | |
| 005-44250 | Miscellaneous | - | - | - | - | - | - | - | - | - | - | - | - | |
| 005-49648 | Infrastructure Contributions | - | - | - | - | - | - | - | - | - | - | - | - | |
| 005-49649 | Insurance Refund-Gen Liability | - | - | - | - | - | - | - | - | - | - | - | - | |
| 005-49650 | Insurance Reimbursement-WC | - | - | - | - | - | - | - | - | - | - | - | - | |
| 005-49651 | Prior Year Adjustment | - | - | - | - | - | - | - | - | - | - | - | - | |
| 005-49652 | Transfer from Reserves | - | - | - | - | - | - | - | - | - | - | - | - | |
| | Revenue Total: | 73,865.18 | 72,123.59 | 64,923.14 | 84,397.17 | 79,562.38 | 69,885.65 | 89,860.44 | 87,138.38 | 89,232.85 | 91,085.74 | 96,605.63 | 89,811.18 | 988,491.33 |
| Expense | | | | | | | | | | | | | | |
| 005-701-50000 | Salaries | 18,736.41 | 17,964.04 | 27,374.20 | 25,613.22 | 18,055.02 | 19,756.63 | 36,199.89 | 8,412.79 | 18,588.90 | 25,465.29 | 17,564.11 | 17,441.23 | 233,730.50 |
| 005-701-50020 | Council Salaries | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-50035 | Hourly | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-50120 | Employer SS/MC | 255.13 | 250.78 | 376.92 | 363.99 | 275.95 | 395.89 | 388.83 | 376.62 | 365.89 | 521.87 | 260.82 | 237.66 | 3,832.69 |
| 005-701-50130 | UI & Employee Training Tax | - | 956.98 | 260.10 | - | 21.12 | 105.60 | 27.28 | - | - | - | - | - | 1,371.08 |
| 005-701-50200 | PERS Retirement | 2,238.39 | 2,241.86 | 3,374.05 | 3,277.67 | 2,264.12 | 2,272.47 | (47,572.28) | 2,056.64 | 1,882.38 | 2,769.53 | 1,972.76 | 2,007.29 | (23,222.41) |
| 005-701-50300 | Workers Compensation | - | - | - | - | - | - | 8,850.00 | - | - | - | - | - | 8,850.00 |
| 005-701-50301 | Workers Compensation | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-50400 | Medical Benefit | 2,875.67 | 2,875.68 | 4,129.74 | 2,822.30 | 2,524.67 | 2,874.64 | 8,249.18 | 2,932.41 | 2,493.62 | 2,493.63 | 2,493.65 | 2,608.66 | 36,765.19 |
| 005-701-50410 | Employer Paid DCP | 668.05 | 668.04 | 1,002.07 | 967.51 | 669.39 | 673.53 | 669.84 | 633.94 | 931.82 | 632.24 | 632.11 | 632.11 | 8,162.32 |
| 005-701-50500 | Group Life Ins Benefit | 25.60 | 25.61 | 38.39 | 12.81 | 25.63 | 25.61 | 25.63 | 23.41 | 22.51 | 22.51 | 25.87 | 27.10 | 273.58 |
| 005-701-50600 | Insurance - Liability | - | - | - | - | - | - | 11,647.00 | - | - | - | - | - | 11,647.00 |
| 005-701-50610 | Insurance - Property | - | - | - | - | - | - | - | - | 6,769.00 | - | - | - | 6,769.00 |
| 005-701-50620 | Insurance - Bond | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60021 | Audit | 2,916.00 | - | - | - | - | 800.00 | 2,333.33 | - | - | 2,666.67 | - | 1,666.67 | 8,716.00 |
| 005-701-60131 | Laundry / Uniforms | 207.33 | 54.91 | 82.67 | - | - | - | 531.71 | - | 300.00 | - | 158.73 | - | 1,335.35 |
| 005-701-60210 | Computer Maintenance & Software | 291.02 | 315.56 | 285.68 | 241.71 | 348.61 | 236.01 | 912.80 | 472.02 | 236.01 | 5,327.96 | 3,976.01 | 258.00 | 12,643.39 |
| 005-701-60211 | Data Processing Contract Maint | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60250 | Maintenance / Repair | 2,360.33 | 929.49 | 60.85 | 93.09 | 2,307.06 | 13.06 | 1,992.12 | 361.24 | 11,781.10 | 4,950.76 | 4,394.19 | 118.50 | 29,243.29 |
| 005-701-60270 | Maintenance - Vehicles | 90.60 | 171.60 | 3,322.80 | 145.57 | 423.05 | - | 3,184.95 | 1,015.95 | 1,187.55 | 34.05 | 218.32 | 132.98 | 9,794.44 |
| 005-701-60310 | Equipment Rental | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60315 | Rental of Property | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60316 | Rental of Property | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60650 | Membership & Publications | 125.00 | 172.00 | - | 50.00 | 230.00 | - | 508.82 | - | - | - | - | 64.08 | 1,085.82 |
| 005-701-60710 | Travel & Training | - | - | 37.80 | 60.00 | 311.43 | 349.75 | - | - | 960.81 | - | - | 39.22 | 1,719.79 |
| 005-701-60800 | Contract Services | 28,487.56 | 22,933.79 | 17,001.72 | 3,034.22 | 16,828.70 | 12,589.07 | 26,266.60 | 5,644.52 | 15,001.11 | 19,971.58 | 19,860.32 | 124.04 | 187,619.19 |
| 005-701-60830 | Contract Services-Engineering | - | - | - | - | - | 862.50 | 5,635.00 | - | 567.50 | - | - | - | 7,065.00 |
| 005-701-60835 | Contract Services-Fin.Consult. | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60840 | Contract Services-Legal Fees | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60850 | Contract Svcs-WWTP Expansion | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-60900 | Miscellaneous/CalPERS Unfunded Liability | 39.12 | 41.91 | 36.24 | 38.13 | 30.66 | 35.34 | 36.96 | 14,326.35 | 57.21 | 348.98 | 347.65 | 330.44 | 15,338.55 |
| 005-701-61111 | Chemicals / Analysis | 3,309.15 | - | 3,134.70 | 664.86 | 3,209.63 | 1,573.95 | 3,097.24 | 3,704.16 | 4,709.25 | 1,299.51 | 6,628.49 | 1,202.49 | 31,330.94 |
| 005-701-61127 | Tools | - | 101.26 | 23.80 | - | - | 26.61 | - | - | - | - | 290.04 | 74.21 | 441.71 |
| 005-701-61130 | Office Supplies | - | 110.05 | 102.17 | - | 311.02 | 58.16 | - | 39.30 | 279.04 | 161.33 | 240.40 | - | 1,301.47 |
| 005-701-61131 | Postage | 587.50 | 304.17 | 585.00 | 706.79 | 285.00 | 400.00 | 600.00 | 279.82 | 587.50 | 560.00 | 8.94 | 704.67 | 4,904.72 |
| 005-701-61140 | Operational Supplies | 543.81 | 45.61 | 87.17 | 553.63 | 352.93 | 183.92 | 279.35 | 418.64 | 408.41 | 607.93 | 68.35 | - | 3,549.75 |
| 005-701-61211 | Utilities - Water | - | - | - | - | - | - | 3,966.48 | - | - | 1,138.41 | 376.79 | 380.70 | 5,481.68 |
| 005-701-61241 | Utilities - Electric | 8,304.35 | 7,732.28 | 7,338.18 | 8,576.27 | 7,902.06 | 8,553.77 | 19,492.89 | - | 8,010.21 | 9,898.24 | 9,769.28 | 8,751.65 | 95,577.53 |
| 005-701-61280 | Fuel - Vehicles | 402.51 | 375.54 | 375.36 | 443.47 | 456.04 | 436.01 | 412.63 | 532.55 | 487.98 | 376.00 | 485.13 | 411.66 | 4,783.22 |
| 005-701-61410 | Newsletter | - | - | - | - | - | - | - | - | - | - | - | - | - |

| | | | | | | | | | | | | | | |
|-------------------------------|-------------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|------------------|------------------|-------------------|------------------|------------------|---------------------|
| 005-701-67500 | Paint WWTP Clarifier | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-67575 | Regulatory Compliance | 17,017.00 | - | 421.17 | 690.00 | 8,250.50 | - | - | - | - | 463.50 | - | 26,842.17 | |
| 005-701-67600 | Safety Equipment | 21.59 | - | - | - | 400.83 | - | 146.87 | - | - | 165.23 | - | 734.52 | |
| 005-701-67705 | Telephone | 846.63 | 706.95 | 758.10 | 668.65 | 732.91 | 708.62 | 866.40 | 544.71 | 745.92 | 762.95 | 760.51 | 839.79 | 8,102.35 |
| 005-701-68110 | Depreciation | - | - | - | - | - | - | 273,562.86 | 20,833.34 | 20,833.33 | 20,833.33 | 20,833.33 | 20,833.33 | 356,896.19 |
| 005-701-69100 | Transfer to Other Funds | - | - | - | 31,318.33 | - | (31,318.33) | - | - | - | 5,000.00 | - | - | 5,000.00 |
| 005-701-69400 | Transfer to Reserves | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-71000 | Buildings / Remodel | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-72100 | Office Equipment | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-72300 | Computer Equipment | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-73100 | Vehicles | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 005-701-73500 | Equipment | - | - | 902.20 | 405.70 | - | - | (1,939.25) | 7,852.79 | - | - | - | - | 7,221.44 |
| 005-701-74100 | Improvements | - | - | - | - | - | - | - | - | - | - | - | - | - |
| | Expense Total: | 90,348.75 | 58,978.11 | 71,111.08 | 80,747.92 | 66,216.33 | 21,612.81 | 339,876.13 | 90,970.15 | 96,909.17 | 106,142.35 | 91,994.66 | 58,886.48 | 1,173,793.94 |

| | | | | | | | | | | | | | |
|------------------------------------|--------------------|------------------|-------------------|-----------------|------------------|------------------|---------------------|-------------------|-------------------|--------------------|-----------------|------------------|---------------------|
| Fund 005 Surplus (Deficit): | (16,483.57) | 13,145.48 | (6,187.94) | 3,649.25 | 13,346.05 | 48,272.84 | (250,015.69) | (3,831.77) | (7,676.32) | (15,056.61) | 4,610.97 | 30,924.70 | (185,302.61) |
|------------------------------------|--------------------|------------------|-------------------|-----------------|------------------|------------------|---------------------|-------------------|-------------------|--------------------|-----------------|------------------|---------------------|

| | 2016 December 2016-2017 | 2017 January 2016-2017 | February 2016-2017 | March 2016-2017 | April 2016-2017 | May 2016-2017 | June 2016-2017 | July 2017-2018 | August 2017-2018 | September 2017-2018 | October 2017-2018 | November 2017-2018 | 12-month Totals |
|--|-------------------------------|------------------------------|-----------------------|--------------------|--------------------|------------------|-------------------|-------------------|---------------------|------------------------|----------------------|-----------------------|-----------------|
|--|-------------------------------|------------------------------|-----------------------|--------------------|--------------------|------------------|-------------------|-------------------|---------------------|------------------------|----------------------|-----------------------|-----------------|

Fund: 006 - Wastewater Capital

| Revenue | | | | | | | | | | | | | |
|---------------------------|---------------------------|----------|----------|----------|----------|------------------|------------------|----------|------------------|------------------|----------|----------|-------------------|
| 006-44105 | Interest | - | - | - | - | - | 39.35 | - | - | 237.94 | - | - | 277.29 |
| 006-44115 | Connection Fees | - | - | - | - | 63,330.00 | 18,628.50 | - | 22,015.50 | 27,960.00 | - | - | 131,934.00 |
| 006-49652 | Transfer in from Reserves | - | - | - | - | - | - | - | - | - | - | - | - |
| | Revenue Total: | - | - | - | - | 63,330.00 | 18,667.85 | - | 22,015.50 | 28,197.94 | - | - | 132,211.29 |

| Expense | | | | | | | | | | | | | |
|-------------------------------|--|----------|----------|----------|----------|------------------|--------------------|----------|----------|----------|----------|----------|--------------|
| 006-700-69100 | Wastewater Capital Transfer to Other fun | - | - | - | - | - | - | - | - | - | - | - | - |
| 006-701-68110 | Depreciation | - | - | - | - | - | 82.30 | - | - | - | - | - | 82.30 |
| 006-702-69100 | Transfer to Other Funds | - | - | - | - | 31,318.33 | (31,318.33) | - | - | - | - | - | - |
| | Expense Total: | - | - | - | - | 31,318.33 | (31,236.03) | - | - | - | - | - | 82.30 |

| | | | | | | | | | | | | | |
|------------------------------------|----------|----------|----------|----------|----------|------------------|------------------|----------|------------------|------------------|----------|----------|-------------------|
| Fund 006 Surplus (Deficit): | - | - | - | - | - | 32,011.67 | 49,903.88 | - | 22,015.50 | 28,197.94 | - | - | 132,128.99 |
|------------------------------------|----------|----------|----------|----------|----------|------------------|------------------|----------|------------------|------------------|----------|----------|-------------------|

| | 2016 December 2016-2017 | 2017 January 2016-2017 | February 2016-2017 | March 2016-2017 | April 2016-2017 | May 2016-2017 | June 2016-2017 | July 2017-2018 | August 2017-2018 | September 2017-2018 | October 2017-2018 | November 2017-2018 | 12-month Totals | |
|-------------------------------|--|------------------------------|-----------------------|--------------------|--------------------|-------------------|-------------------|-------------------|---------------------|------------------------|----------------------|-----------------------|-------------------|---------------------|
| Revenue | | | | | | | | | | | | | | |
| 020-44105 | Interest | 2,216.72 | - | - | 2,544.38 | - | - | 2,216.63 | - | - | 3,720.44 | - | 10,698.17 | |
| 020-44115 | Connection Fees | - | - | - | - | (18,678.00) | (2,850.00) | - | - | - | - | - | (21,528.00) | |
| 020-44120 | Set-Up Fees | 45.00 | 55.00 | 40.00 | 100.00 | 130.00 | 235.00 | 170.00 | 170.00 | 170.00 | 120.00 | 95.00 | 1,555.00 | |
| 020-44125 | Late Charges | 836.30 | 1,203.27 | 992.32 | 843.34 | 642.31 | 822.65 | 1,032.79 | 721.27 | 2,744.43 | 1,767.13 | 1,792.09 | 15,020.52 | |
| 020-44210 | Bulk Water | 1,238.76 | 1,365.60 | 1,354.22 | 1,046.96 | 2,310.14 | 1,968.74 | 4,210.60 | 5,621.72 | 6,543.50 | 4,077.25 | 5,358.00 | 37,680.49 | |
| 020-44215 | Sales | 147,416.53 | 141,872.28 | 121,813.44 | 149,291.62 | 168,968.05 | 179,612.48 | 285,366.86 | 204,747.48 | 205,018.52 | 241,799.10 | 217,442.24 | 2,261,209.77 | |
| 020-44220 | Meter Service Installation | 235.00 | 60.00 | (295.00) | - | 13,300.00 | 11,240.00 | 6,690.00 | - | 6,690.00 | 5,740.00 | - | 43,660.00 | |
| 020-44240 | Service Reinstatement Fee | 153.00 | 120.00 | 80.00 | 60.00 | 319.00 | 133.00 | 100.00 | 140.00 | 160.00 | 120.00 | 153.00 | 1,764.00 | |
| 020-44245 | Infrastructure Contributions | - | - | - | - | - | - | - | - | - | - | - | - | |
| 020-44246 | Gain (Loss) on Capital Assets | - | - | - | - | - | - | - | - | - | - | - | - | |
| 020-44250 | Miscellaneous | 40.00 | 180.57 | 2,507.00 | 20.00 | 20.00 | - | 20.00 | 20.00 | 60.00 | - | 40.00 | 2,907.57 | |
| 020-49656 | Hydrant Permits | 50.00 | 350.00 | 350.00 | 350.00 | 400.00 | 450.00 | 500.00 | 450.00 | 400.00 | 350.00 | 450.00 | 4,500.00 | |
| 020-49657 | Insurance Refund-Gen Liability | - | - | - | - | - | - | - | - | - | - | - | - | |
| 020-49658 | Insurance Reimbursement-WC | - | - | - | - | - | - | - | - | - | - | - | - | |
| 020-49659 | Prior Year Adjustment | - | - | - | - | - | - | - | - | - | - | - | - | |
| 020-49660 | Transfer from Gen Fund & Sewer | - | - | - | - | - | - | - | - | - | - | - | - | |
| 020-49661 | Transfer from Reserves | - | - | - | - | - | - | - | - | - | - | - | - | |
| | Revenue Total: | 152,231.31 | 145,206.72 | 126,841.98 | 154,256.30 | 186,089.50 | 175,783.87 | 297,511.88 | 211,870.47 | 221,786.45 | 257,743.92 | 225,185.86 | 202,959.26 | 2,357,467.52 |
| Expense | | | | | | | | | | | | | | |
| 020-601-50000 | Salaries | 18,736.12 | 17,963.78 | 27,373.73 | 25,612.92 | 18,054.75 | 19,756.34 | 35,474.19 | 7,691.94 | 17,147.19 | 23,302.73 | 16,122.40 | 15,999.54 | 243,235.63 |
| 020-601-50020 | Council Salaries | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-50035 | Hourly | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-50120 | Employer SS/MC | 255.06 | 250.70 | 376.81 | 363.87 | 275.89 | 395.76 | 388.69 | 360.60 | 344.79 | 490.30 | 239.71 | 216.61 | 3,958.79 |
| 020-601-50130 | UI & Employee Training Tax | - | 956.71 | 259.96 | - | 21.12 | 105.60 | 27.28 | - | - | - | - | - | 1,370.67 |
| 020-601-50200 | PERS Retirement | 2,238.25 | 2,241.76 | 3,374.02 | 3,277.60 | 2,263.95 | 2,272.26 | (18,783.56) | 1,963.97 | 1,782.54 | 2,620.00 | 1,872.88 | 1,907.55 | 7,031.22 |
| 020-601-50300 | Workers Compensation | - | - | - | - | - | - | - | 9,428.00 | - | - | - | - | 9,428.00 |
| 020-601-50301 | Workers Compensation | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-50400 | Medical Benefit | 2,875.61 | 2,875.60 | 4,129.72 | 2,822.32 | 2,524.69 | 2,874.65 | 8,249.20 | 2,852.37 | 2,333.48 | 2,333.49 | 2,333.48 | 2,448.54 | 38,653.15 |
| 020-601-50410 | Employer Paid DCP | 667.94 | 667.96 | 1,001.88 | 967.42 | 669.30 | 673.45 | 669.74 | 587.10 | 547.35 | 801.99 | 545.71 | 545.58 | 8,345.42 |
| 020-601-50500 | Group Life Ins Benefit | 25.38 | 25.37 | 38.09 | 12.69 | 25.36 | 25.41 | 25.35 | 22.41 | 20.80 | 20.83 | 24.12 | 25.40 | 291.21 |
| 020-601-50600 | Insurance - Liability | - | - | - | - | - | - | - | 11,647.00 | - | - | - | - | 11,647.00 |
| 020-601-50610 | Insurance - Property | - | - | - | - | - | - | - | - | 6,769.00 | - | - | - | 6,769.00 |
| 020-601-50620 | Insurance - Bond | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60021 | Audit | 2,917.00 | - | - | - | - | 800.00 | 2,333.33 | - | - | 2,666.66 | - | 1,666.67 | 10,383.66 |
| 020-601-60131 | Laundry / Uniforms | - | 54.91 | 82.67 | 146.86 | - | - | 230.35 | - | - | - | - | - | 514.79 |
| 020-601-60210 | Computer Maintenance & Software | 54.97 | 829.55 | 49.67 | 5.70 | 112.60 | 342.00 | 6.45 | 4,131.01 | - | 5,091.95 | 3,740.00 | 21.99 | 14,385.89 |
| 020-601-60211 | Data Processing Contract Maint | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60250 | Maintenance / Repair | 5,203.34 | 3,746.55 | 2,549.50 | 7,782.13 | 250.65 | 1,712.42 | 1,879.60 | 4,418.70 | 6,629.37 | 6,268.63 | 5,935.62 | 1,898.38 | 48,274.89 |
| 020-601-60270 | Maintenance - Vehicles | 97.61 | 101.11 | 3,012.25 | 194.28 | 406.86 | - | 170.50 | 921.18 | 390.18 | - | 88.32 | 11.30 | 5,393.59 |
| 020-601-60310 | Equipment Rental | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60315 | Rental of Property | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60316 | Rental of Property | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60550 | Printing | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60650 | Membership & Publications | - | - | - | - | - | - | 316.82 | - | 1,138.00 | - | 125.00 | 294.08 | 1,873.90 |
| 020-601-60710 | Travel & Training | - | - | - | - | 332.54 | - | 708.05 | 19.20 | 1,210.81 | - | - | 39.22 | 2,309.82 |
| 020-601-60800 | Contract Services | 10,869.50 | 9,489.00 | 15,164.97 | 1,410.55 | 120.77 | 5,679.58 | 1,114.00 | 34.50 | 3,975.33 | 1,572.57 | 1,194.42 | 651.05 | 51,276.24 |
| 020-601-60830 | Contract Services-Engineering | - | 1,200.00 | 1,265.00 | - | - | 9,465.00 | 17,842.50 | - | 7,597.50 | 15,165.00 | - | 6,188.75 | 58,723.75 |
| 020-601-60835 | Contract Services-Fin.Consult. | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60840 | Contract Services-Legal Fees | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-60900 | Miscellaneous/CalPers Unfunded Liability | 39.12 | 41.91 | 36.24 | 38.13 | 30.66 | 35.34 | 36.96 | 14,326.35 | 57.21 | 348.98 | 361.33 | 330.44 | 15,682.67 |
| 020-601-61111 | Chemicals / Analysis | 2,605.53 | 3,799.79 | 912.70 | 590.94 | 3,311.31 | 384.30 | 4,486.03 | 1,890.52 | 5,625.10 | 3,121.59 | 5,487.31 | 155.20 | 32,370.32 |
| 020-601-61127 | Tools | - | 20.82 | - | - | - | - | 410.39 | - | - | 38.00 | - | 74.21 | 543.42 |
| 020-601-61130 | Office Supplies | - | - | - | - | 311.02 | 15.91 | - | - | 279.05 | - | 152.36 | - | 758.34 |
| 020-601-61131 | Postage | 587.50 | 304.17 | 585.00 | 734.82 | 285.00 | 400.00 | 600.00 | 279.83 | 587.50 | 560.00 | 8.95 | 704.67 | 5,637.44 |
| 020-601-61140 | Operational Supplies | - | 58.70 | 88.16 | 389.60 | 137.56 | 50.11 | 115.47 | 87.45 | 79.09 | 49.40 | 53.35 | - | 1,108.89 |
| 020-601-61240 | Meter Expense | - | - | - | 833.33 | 8,223.48 | 6,955.73 | (29,253.15) | - | 2,421.81 | - | - | 4,085.88 | (6,732.92) |
| 020-601-61241 | Utilities - Electric | 10,023.69 | 7,614.41 | 5,344.66 | 2,188.64 | 5,185.13 | 7,802.34 | 24,760.16 | - | 14,540.03 | 17,113.51 | 13,535.38 | 11,767.24 | 119,875.19 |
| 020-601-61280 | Fuel - Vehicles | 402.51 | 375.54 | 375.36 | 443.47 | 456.04 | 436.01 | 412.63 | 532.55 | 487.98 | 376.00 | 485.13 | 411.66 | 5,194.88 |
| 020-601-61410 | Newsletter | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-67545 | Principal & Interest | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-67575 | Regulatory Compliance | 2,062.00 | - | - | 1,218.00 | - | - | - | - | 2,575.00 | - | 526.00 | 244.22 | 6,625.22 |

| | | | | | | | | | | | | | | |
|-------------------------------|--------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| 020-601-67600 | Safety Equipment | - | - | - | 75.59 | 18.86 | - | 74.97 | 170.62 | - | - | - | - | 340.04 |
| 020-601-67610 | Santa Ynez River Appropriation | - | 5,936.24 | - | - | - | - | 5,274.70 | - | - | - | - | 10,962.51 | 22,173.45 |
| 020-601-67635 | State Water Project | 76,596.47 | 72,830.13 | 72,830.13 | 72,830.13 | 72,830.13 | 72,830.13 | 77,894.16 | 78,110.32 | 79,641.67 | 77,894.16 | 77,894.16 | 905,011.71 | |
| 020-601-67705 | Telephone | 777.08 | 661.07 | 670.51 | 648.68 | 699.82 | 675.09 | 840.71 | 485.54 | 699.28 | 695.95 | 740.16 | 812.41 | 8,406.30 |
| 020-601-67820 | Write-Off Utility Plant | - | - | - | 38.92 | - | 28.00 | 1,572.67 | - | - | - | 46.10 | - | 1,685.69 |
| 020-601-67821 | Write-Off Utility | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-68110 | Depreciation | - | - | - | - | - | - | 280,496.65 | 14,166.67 | 14,166.66 | 14,166.66 | 14,166.66 | 14,166.66 | 351,329.96 |
| 020-601-69100 | Transfer to Other Funds | - | - | - | 54,256.03 | - | (54,256.03) | - | - | - | - | - | - | - |
| 020-601-69400 | Transfer to Reserves | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-71000 | Buildings / Remodel | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-72100 | Office Equipment | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-72300 | Computer Equipment | - | - | - | - | - | - | - | - | - | - | - | 1,656.04 | 1,656.04 |
| 020-601-73100 | Vehicles | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-73500 | Equipment | - | - | - | - | - | 1,058.08 | (979.43) | - | - | - | - | - | 78.65 |
| 020-601-73510 | Equipment-Telemetry | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-73520 | Equipment-Booster Station | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 020-601-74100 | Improvements | - | - | - | - | - | - | - | - | - | 750.00 | - | - | 750.00 |
| | Expense Total: | 137,034.68 | 132,045.78 | 139,521.03 | 176,882.62 | 116,547.49 | 80,517.48 | 412,331.37 | 153,911.67 | 169,515.37 | 177,195.91 | 145,678.55 | 155,179.96 | 1,996,361.91 |

| | | | | | | | | | | | | | |
|------------------------------------|------------------|------------------|--------------------|--------------------|------------------|------------------|---------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| Fund 020 Surplus (Deficit): | 15,196.63 | 13,160.94 | (12,679.05) | (22,626.32) | 69,542.01 | 95,266.39 | (114,819.49) | 57,958.80 | 52,271.08 | 80,548.01 | 79,507.31 | 47,779.30 | 361,105.61 |
|------------------------------------|------------------|------------------|--------------------|--------------------|------------------|------------------|---------------------|------------------|------------------|------------------|------------------|------------------|-------------------|

| | 2016 December 2016-2017 | 2017 January 2016-2017 | February 2016-2017 | March 2016-2017 | April 2016-2017 | May 2016-2017 | June 2016-2017 | July 2017-2018 | August 2017-2018 | September 2017-2018 | October 2017-2018 | November 2017-2018 | 12-month Totals |
|--|-------------------------------|------------------------------|-----------------------|--------------------|--------------------|------------------|-------------------|-------------------|---------------------|------------------------|----------------------|-----------------------|-----------------|
|--|-------------------------------|------------------------------|-----------------------|--------------------|--------------------|------------------|-------------------|-------------------|---------------------|------------------------|----------------------|-----------------------|-----------------|

Fund: 021 Water Capital

| | | | | | | | | | | | | | |
|---------------------------|--------------------------|----------|----------|----------|----------|-------------------|------------------|----------|------------------|------------------|----------|----------|-------------------|
| Revenue | | | | | | | | | | | | | |
| 021-44105 | Interest | - | - | - | - | - | 141.93 | - | - | 397.89 | - | - | 539.82 |
| 021-44115 | Connection Fees | - | - | - | - | 103,048.00 | 39,900.00 | - | 37,050.00 | 41,370.00 | - | - | 221,368.00 |
| 021-49652 | Transfer in from Reserve | - | - | - | - | - | - | - | - | - | - | - | - |
| | Revenue Total: | - | - | - | - | 103,048.00 | 40,041.93 | - | 37,050.00 | 41,767.89 | - | - | 221,907.82 |

| | | | | | | | | | | | | | |
|-------------------------------|---------------------------------------|----------|----------|----------|----------|------------------|--------------------|----------|----------|----------|----------|----------|---------------|
| Expense | | | | | | | | | | | | | |
| 021-600-69100 | Water Capital Transfer to other funds | - | - | - | - | - | - | - | - | - | - | - | - |
| 021-601-68110 | Depreciation | - | - | - | - | - | 633.13 | - | - | - | - | - | 633.13 |
| 021-602-69100 | Transfer to Other Funds | - | - | - | - | 54,256.03 | (54,256.03) | - | - | - | - | - | - |
| | Expense Total: | - | - | - | - | 54,256.03 | (53,622.90) | - | - | - | - | - | 633.13 |

| | | | | | | | | | | | | | |
|------------------------------------|----------|----------|----------|----------|----------|------------------|------------------|----------|------------------|------------------|----------|----------|-------------------|
| Fund 021 Surplus (Deficit): | - | - | - | - | - | 48,791.97 | 93,664.83 | - | 37,050.00 | 41,767.89 | - | - | 221,274.69 |
|------------------------------------|----------|----------|----------|----------|----------|------------------|------------------|----------|------------------|------------------|----------|----------|-------------------|

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 8

To: The Honorable Mayor and City Council

From: Shannel Zamora, Finance Director

Meeting Date: January 11, 2018

Subject: Monthly Private Project Balance Report through November 30, 2017

BACKGROUND

Resolution No. 01-24 requires all developers to submit a required deposit and sign a Processing Payment Agreement when filing an application. The deposit includes the cost of processing an application. The deposit creates an account against which processing charges will be drawn automatically.

The City invoices all charges for services on a monthly basis. The invoice is sent with a statement that includes a description of services rendered during the billing period. A copy of paid invoices from the vendor is also included with the Billing Statement.

If a developer has a balance due, the developer must pay the amount. This may result in the need to collect additional deposits to maintain a positive account balance. If a completed project has a positive balance, the balance is refunded.

The attached report shows all (active and inactive) private project balances through November 30, 2017. The total project balance is -\$215,926.59. Of that total, \$291,715.15 is due by developers to the City of Buellton, and \$75,788.56 is being held by the City of Buellton on behalf of the developer to cover expenses as they are incurred monthly. The amount due by developers increased by \$20,302.40, and amount held by the City of Buellton decreased by \$13,588.75 from the last billing cycle ending October 31, 2017.

FISCAL IMPACT

The Monthly Private Project Balance Report will provide the council with an understanding of the current Private Project Balances.

RECOMMENDATION

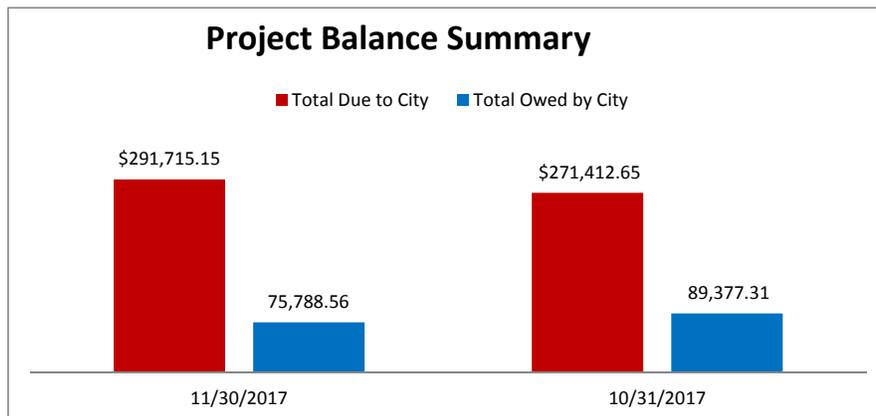
That the City Council receive and file the attached report.

ATTACHMENTS

Attachment 1 – Monthly Private Project Balance Report through November 30, 2017

Private Project Balances as of last billing Statement dated 11/30/2017

| Project Number | Project Name | Total Revenue | Total Expense | 11/30/2017 | 10/31/2017 | Change from Prior Month |
|------------------------|--|------------------------|------------------------|---|---|-------------------------|
| | | | | Credit On Account/ (Developer Balance Due) | Credit On Account/ (Developer Balance Due) | Increase (Decrease) |
| 1 | Customer 1: Bach Hotel | - | - | 0.00 | 0.00 | - |
| 2 | Customer 2: Burgundy Hills | 1,492.85 | 1,492.85 | 0.00 | 0.00 | - |
| 29 | Customer 29: Vintage Walk | 343.00 | 343.00 | 0.00 | 0.00 | - |
| 57 | Customer 57: Brian Asselstine | 292.40 | 292.40 | 0.00 | 0.00 | - |
| 72 | Customer 72: Bill Mowry | 299.80 | - | 299.80 | 299.80 | - |
| 74 | Customer 74: Pete Hauber | 0.60 | - | 0.60 | 0.60 | - |
| 90001 | Meritage Senior Living | 5,482.34 | 5,482.34 | 0.00 | 0.00 | - |
| 90002 | Ranch Club Condo Conversion TTM 31048 | 364.75 | - | 364.75 | 364.75 | - |
| 90003 | Bach Hotel Lot Line Adjustment 06-LLA-03 | - | - | 0.00 | 0.00 | - |
| 90008 | Flying Flags RV Sales 08-MUP-01 | 196.00 | 196.00 | 0.00 | 0.00 | - |
| 90010 | Crossroads Ctr at The Village 11-FDP-02,11-CUP-02 | 212,996.20 | 421,968.58 | (208,972.38) | (188,877.38) | 20,095.00 |
| 90013 | Buellton Apartments 12-FDP-02 | 92,533.30 | 92,533.30 | 0.00 | 0.00 | - |
| 90014 | Bach Hotel 13-FDP-01 (new) | 511.25 | 511.25 | 0.00 | 0.00 | - |
| 90015 | Live Oak Bowling Alley 13-FDP-03, 13-LLA-02 | 18,934.80 | 42,655.55 | (23,720.75) | (23,720.75) | - |
| 90016 | Flying Flags Expansion | 42,232.41 | 33,088.75 | 9,143.66 | 9,143.66 | - |
| 90017 | Village Park | 6,020.00 | 34,350.00 | (28,330.00) | (28,090.00) | 240.00 |
| 90019 | Hampton Inn & Suites 14-FDP-01, 14-MND-01 | 101,171.49 | 101,314.99 | (143.50) | 184.00 | 327.50 |
| 90020 | Village Senior Apartments 14-FDP-02 | 4,500.00 | 3,664.69 | 835.31 | 835.31 | - |
| 90021 | Village Capital Pacific Townhomes TTM 31057 | 235,891.01 | 260,008.51 | (24,117.50) | (25,945.00) | (1,827.50) |
| 90022 | Sky River RV Sales 14-MUP-01 | 401.75 | 401.75 | 0.00 | 0.00 | - |
| 90023 | Figueroa Mtn Brewery Tank 14-DPM-01 | 234.00 | 234.00 | 0.00 | 0.00 | - |
| 90024 | Tilton Racing 14-FDP-04 | 53,876.11 | 53,876.11 | 0.00 | 0.00 | - |
| 90025 | Harry Poor-63,65, & 67 Ind Way Vacation of Easemnt | 21,187.50 | 21,187.50 | 0.00 | 0.00 | - |
| 90026 | Terravant Annex 14-FDP-05 | 2,188.75 | 2,188.75 | 0.00 | 0.00 | - |
| 90027 | Ave of Flags Mixed Use Project-Armenta | 4,500.00 | 3,590.05 | 909.95 | 909.95 | - |
| 90029 | Appeal Bowling Alley - 15-AP-03 | 660.00 | 660.00 | 0.00 | 0.00 | - |
| 90030 | Appeal Short-term Rental - B Kuykendall #15-AP-02 | 2,889.20 | 2,889.20 | 0.00 | 0.00 | - |
| 90031 | Appeal Bowling Alley - (15-AP-04) | 660.00 | 660.00 | 0.00 | 0.00 | - |
| 90032 | Figueroa Mountain Brewing LLC | - | - | 0.00 | 0.00 | - |
| 90033 | Figueroa Mountain Brewing, LLC - 16-DPM-01 | 3,633.60 | 3,633.60 | 0.00 | 0.00 | - |
| 90034 | Secondary Dwelling | 970.00 | 970.00 | 0.00 | 0.00 | - |
| 90035 | Gonzales - Multifamily Units on McMurray | 3,190.00 | 3,190.00 | 0.00 | 0.00 | - |
| 90036 | Reconstruct Brick Wall; 16-MUP-01 | 1,474.78 | 1,474.78 | 0.00 | 0.00 | - |
| 90037 | Fig Mountain Brewing Final Development Plan | 37,103.55 | 43,165.57 | (6,062.02) | (4,779.52) | 1,282.50 |
| 90038 | Live Oak Settlement | - | - | 0.00 | 0.00 | - |
| 90039 | Family Bowling Center | 26,195.00 | 26,010.11 | 184.89 | 652.39 | 467.50 |
| 90040 | Flying Flags 16-FDP-04 | 40,230.00 | 7,943.28 | 32,286.72 | 32,554.22 | 267.50 |
| 90041 | Multi-Tenant Commercial Development 16-FDP-05 | 41,204.74 | 41,204.74 | 0.00 | 0.00 | - |
| 90042 | SVV People Helping People - 16-CUP-03 | 3,900.00 | 562.30 | 3,337.70 | 3,337.70 | - |
| 90043 | The Buellton Hub - 16-FDP-06, TPM-31061 | 25,490.00 | 16,296.21 | 9,193.79 | 12,326.29 | 3,132.50 |
| 90044 | The Industrial Network - 16-FDP-07, 17-LLA-03 | 23,400.00 | 15,466.00 | 7,934.00 | 12,833.25 | 4,899.25 |
| 90045 | 410 Central - 17-FDP-01, TTM-31059 | 1,187.00 | 1,187.00 | 0.00 | 0.00 | - |
| 90046 | Ballard Canyon Sewer Connection | 942.50 | 942.50 | 0.00 | 0.00 | - |
| 90047 | Flying Flags - Occupy 28 RV Spaces; Modify 16-FDP- | 1,532.97 | 532.97 | 1,000.00 | 1,000.00 | - |
| 90048 | Vineyard Village Lot Line Adjustment 17-LLA-01 | 3,000.00 | 344.61 | 2,655.39 | 2,655.39 | - |
| 90049 | 410 Central Homes- 17-FDP-02, TTM-31060 | 9,100.00 | 1,458.00 | 7,642.00 | 7,780.00 | 138.00 |
| 90050 | 35 Zaca St, 2 Story Addition (17-LLA-02) | 187.02 | 187.02 | 0.00 | 0.00 | - |
| 90051 | 350 River View Drive- Appeal | - | - | 0.00 | 0.00 | - |
| 90052 | 518 Avenue of Flags 17-FDP-03 | 4,500.00 | 4,869.00 | (369.00) | 4,500.00 | 4,869.00 |
| Project Totals: | | \$ 1,037,100.67 | \$ 1,253,027.26 | (215,926.59) | (182,035.34) | \$ 33,891.25 |



CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 9

To: The Honorable Mayor and City Council

From: Marc Bierdzinski, City Manager

Meeting Date: January 11, 2018

Subject: Discussion and Direction Regarding the City-Owned Property at 480 Central Avenue

BACKGROUND

The City Council directed staff to research the planning aspects and economic impacts of the following uses of the property at 480 Central Avenue:

- Community garden
- Mixed use of multi-family residential and office/retail
- Multi-family residential (4 units maximum)
- Civic/Community Center
- Public parking lot

The property is zoned RM-16 (Multi-Family Residential – 16 Units per acre) and is 0.26 acres in size. An aerial photo is included as Attachment 1 and the zoning map is included as Attachment 2. Residential uses are located to the west, north, and south of the property. To the east are a public alley and a commercially zoned lot.

The City Council wanted the input from the Planning Commission on the appropriate land uses for the property. On December 7, 2017, the Planning Commission reviewed the potential land uses of the property. The City notified the property owners of all surrounding properties but no one from the public commented on this item. The following is the input from the Planning Commission:

- None of the Commissioners supported a mixed use project or a public parking lot. They felt the property was too far from the Avenue of Flags to support commercial uses or a public parking lot.
- Chair Dunstan and Commissioners Hammel and Padilla supported a multi-family project. They felt that would be a more appropriate use given the property's location off the Avenue of Flags and to the adjacent residential uses.

- Commissioner Sarquilla stated that the City should hold off on any development of the property at this time. He felt that the property should be maintained free of weeds with a compacted base and could be used for special event parking in the interim.
- Commissioner Heedy stated that the City should not be developing the property and that the City should sell the property for development by private entities.

Kosmont Companies, the City's economic consultant, prepared a cost-benefit analysis of the above uses. It is included as Attachment 3 and summarized below.

Kosmont evaluated fiscal revenue impacts for six development scenarios for the approximately 0.26 acres (11,300 square feet) of land at 480 Central Avenue in Buellton:

1. *Multi-family residential*
2. *Mixed-use residential / office*
3. *Mixed-use residential / civic use (e.g. historical society)*
4. *Civic use (e.g. historical society)*
5. *Community garden*
6. *Public parking*

For each development scenario, on-site land uses (e.g. square footages, unit counts, parking spaces) were determined in accordance with City zoning code. Kosmont estimated potential assessed valuation, on-site residents and employment, and related fiscal revenue generation for the City, including property taxes, sales tax, franchise fees, service revenues, and potential ground lease / parking district revenues. Each development scenario offered its own set of potential community benefits, such as fiscal revenue generation, parking, housing supply, jobs, support of civic uses, aesthetics, community amenities, and potential incentives for developers via the Development Opportunity Reserve / DOR.

When comparing the various development scenarios, the development of 480 Central as off-site parking for commercial uses on the Avenue provides additional parking capacity and enables the potential incentivization of development on the Avenue via the Specific Plan DOR program and affords the highest level of potential revenue generation (lease/parking revenue) for the City. This scenario also involves the lowest level of initial capital expenditure for improvements with limited maintenance costs, while reserving the ability to construct vertical building improvements in the future as economic conditions may change. Analysis detail is attached for reference as Attachment 3.

Staff is seeking City Council direction on the future use of the property. For whichever use is selected, further refinement of the development costs will be prepared for budgetary purposes before moving forward. If multi-family residential is selected, staff will also work with Kosmont Companies to prepare a Request for Proposals (RFP) for a residential development partner, preferable one with affordable housing experience that would be able to manage the apartments.

RECOMMENDATION

That the City Council provide direction to staff regarding the future use of 480 Central Avenue.

ATTACHMENTS

- Attachment 1 – Vicinity Map
- Attachment 2 – Zoning Map
- Attachment 3 – Economic Analysis



ATTACHMENT 1



Legend

 City Parcels

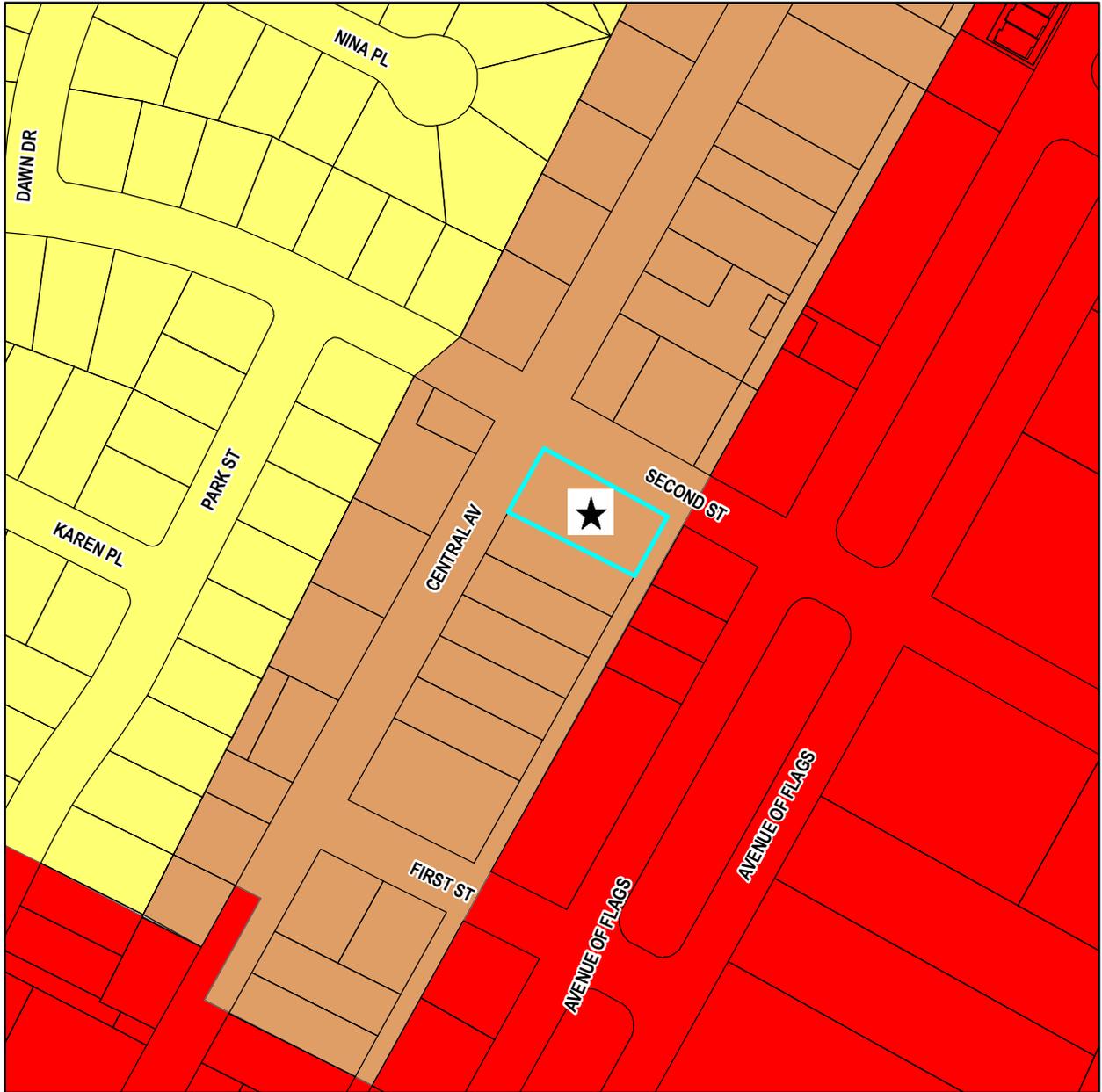
 480 Central Avenue



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Page 66 of 79 Feet

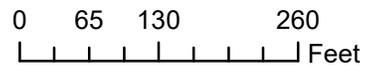


Zoning Map 480 Central Avenue



Legend

- City Parcels
- ZONE_CR
- ZONE_RM-16
- ZONE_RS-8
- Project Location



Project Description & Estimated Assessed Valuation (A/V)

| Multifamily Residential | | | | Parking Space Needed | # Spaces | Parking Area | Community Benefit Commentary |
|---------------------------------------|-----------|-----------------------|----------------------|-----------------------------|-----------------|---------------------|--|
| | # | Per Unit | Estimated A/V | | | | |
| Residential | 4 DU | \$225,000 | \$900,000 | 1 per DU | 4 spaces | 1,400 SF | More housing supply |
| Mixed-Use Residential / Office | | | | Parking Space Needed | # Spaces | Parking Area | Community Benefit Commentary |
| | # | Per Unit or SF | Estimated A/V | | | | |
| Residential | 4 DU | \$225,000 | \$900,000 | 1 per DU | 4 spaces | 1,400 SF | More housing supply |
| Office | 3,500 SF | \$175 | \$612,500 | 3.3 per 1,000 SF | 12 spaces | 4,043 SF | Accommodate office use demand |
| Total | | | \$1,512,500 | 4 SF | 16 spaces | 5,443 SF | |
| Mixed-Use Residential / Civic | | | | Parking Space Needed | # Spaces | Parking Area | Community Benefit Commentary |
| | # | Per Unit or SF | Estimated A/V | | | | |
| Residential | 4 DU | \$225,000 | \$900,000 | 1 per DU | 4 spaces | 1,400 SF | More housing supply |
| Civic / Historical | 3,500 SF | \$0 | \$0 | 3.3 per 1,000 SF | 12 spaces | 4,043 SF | Accommodate civic use demand |
| Total | | | \$900,000 | 4 SF | 16 spaces | 5,443 SF | |
| Civic / Historical | | | | Parking Space Needed | # Spaces | Parking Area | Community Benefit Commentary |
| | # | Per SF | Estimated A/V | | | | |
| Civic / Historical | 4,500 SF | \$0 | \$0 | 3.3 per 1,000 SF | 15 spaces | 5,198 SF | Accommodate civic use demand |
| Community Garden | | | | Parking Space Needed | # Spaces | Parking Area | Community Benefit Commentary |
| | # | Per SF | Estimated A/V | | | | |
| Community Garden | 10,900 SF | \$0 | \$0 | N/A | N/A | N/A | Community amenity / aesthetics |
| Public Parking | | | | Parking Space Needed | # Spaces | Parking Area | Community Benefit Commentary |
| | # | Per Space | Estimated A/V | | | | |
| Public Parking | 30 spaces | \$0 | \$0 | N/A | N/A | N/A | Potential lease revenue to City and/or utilization in DOR program, providing off-site parking for Avenue commercial uses |

Notes:

0.26 acre parcel (11,300 SF)
 Zoned RM-16 (multifamily residential - 16 DU / acre)
 Analysis assumes civic / historical use does not generate lease revenue (property tax exempt)
 Parking could alternatively be utilized within DOR program where Avenue property developer pays for parking improvements on 480 Central in exchange for reduction in on-site parking requirement



The analyses, projections, assumptions, rates of return, and any examples presented herein are for illustrative purposes and are not a guarantee of actual and/or future results. Project pro forma and tax analyses are projections only. Actual results may differ from those expressed in this analysis.

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480 Central Ave. - Buellton

Overview of Annual Gross Fiscal Impacts

| | MF Residential | Mixed Use / Office | Mixed Use / Civic | Civic | Garden | Parking |
|---|-------------------|-----------------------|----------------------|--------------|------------|-----------------|
| Estimated Annual Gross Fiscal Impact to City | \$3,000 | \$4,500 | \$3,200 | \$100 | \$0 | \$18,000 |
| 30-Year Nominal Total | \$128,700 | \$191,000 | \$138,300 | \$4,800 | \$0 | \$856,400 |
| 30-Year Present Value (6% discount rate) | \$53,500 | \$79,600 | \$57,400 | \$1,900 | \$0 | \$346,400 |



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Summary of Gross Fiscal Impacts by Revenue Category

| | Estimated Annual Total | | | | | |
|---|------------------------|--------------------|-------------------|--------------|------------|-----------------|
| | MF Residential | Mixed Use / Office | Mixed Use / Civic | Civic | Garden | Parking |
| Primary Fiscal Revenues to City | | | | | | |
| Property Tax | \$1,500 | \$2,500 | \$1,500 | \$0 | \$0 | \$0 |
| Property Tax In-Lieu of VLF | \$500 | \$800 | \$500 | \$0 | \$0 | \$0 |
| Sales & Use Tax | \$400 | \$500 | \$500 | \$0 | \$0 | \$0 |
| Franchise Fees | \$200 | \$300 | \$300 | \$100 | \$0 | \$0 |
| Charges for Services | \$400 | \$400 | \$400 | \$0 | \$0 | \$0 |
| Potential Ground Lease / Parking District Revenue | \$0 | \$0 | \$0 | \$0 | \$0 | \$18,000 |
| Estimated Gross Fiscal Impact | \$3,000 | \$4,500 | \$3,200 | \$100 | \$0 | \$18,000 |

Notes:

Estimated impacts upon Project build-out & stabilization

Parking alternative impacts to not include impacts from potentially incentivized (increased) development off-site on the Avenue via DOR program



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480 Central Ave. - Buellton

Residents and Employees

| Multifamily Residential | | | |
|--------------------------------|----------------|--------------------|--------------------|
| | # Units | Avg HH Size | # Residents |
| Residents | 4 DU | 1.5 | 6 |

| Mixed-Use Residential / Office | | | |
|---------------------------------------|----------------|----------------------|--------------------|
| | # Units | Avg HH Size | # Residents |
| Residents | 4 DU | 1.5 | 6 |
| Employment | # SF | Per FTE Empl. | # Employees |
| Office | 3,500 SF | 500 SF | 7 |

| Mixed-Use Residential / Civic | | | |
|--------------------------------------|----------------|----------------------|--------------------|
| | # Units | Avg HH Size | # Residents |
| Residents | 4 DU | 1.5 | 6 |
| Employment | # SF | Per FTE Empl. | # Employees |
| Civic / Historical | 3,500 SF | 1,080 SF | 3 |

| Civic / Historical | | | |
|---------------------------|-------------|----------------------|--------------------|
| Employment | # SF | Per FTE Empl. | # Employees |
| Civic / Historical | 4,500 SF | 1,080 SF | 4 |

| Community Garden | | | |
|-------------------------|-------------|----------------------|--------------------|
| Employment | # SF | Per FTE Empl. | # Employees |
| Community Garden | 10,900 SF | N/A | 0 |

| Public Parking | | | |
|-----------------------|-----------------|----------------------|--------------------|
| Employment | # Spaces | Per FTE Empl. | # Employees |
| Public Parking | 30 spaces | N/A | 0 |



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480 Central Ave. - Buellton

Property Tax

| | | MF Residential | Mixed Use / Office | Mixed Use / Civic | Civic | Garden | Parking |
|-------------------------------------|--------|-------------------|-----------------------|----------------------|------------|------------|------------|
| Estimated Assessed Value (A/V) | | \$900,000 | \$1,512,500 | \$900,000 | \$0 | \$0 | \$0 |
| Property Tax General Levy - Secured | 1.00% | \$9,000 | \$15,125 | \$9,000 | \$0 | \$0 | \$0 |
| City of Buellton Share | 16.62% | \$1,496 | \$2,513 | \$1,496 | \$0 | \$0 | \$0 |
| Total Property Tax to City | | \$1,500 | \$2,500 | \$1,500 | \$0 | \$0 | \$0 |

Note: Parcel is in Santa Barbara County Tax Rate Area (TRA) #007011

480 Central Ave. - Buellton

Property Tax In-Lieu of VLF

| | MF Residential | Mixed Use / Office | Mixed Use / Civic | Civic | Garden | Parking |
|--|----------------|--------------------|-------------------|---------------|---------------|---------------|
| Estimated Project Assessed Value | \$900,000 | \$1,512,500 | \$900,000 | \$0 | \$0 | \$0 |
| Total Assessed Value within City (2016-17) | \$763,312,604 | \$763,312,604 | \$763,312,604 | \$763,312,604 | \$763,312,604 | \$763,312,604 |
| Percent Share / Increase in Assessed Value | 0.1179% | 0.1981% | 0.1179% | 0.0000% | 0.0000% | 0.0000% |
| Estimated Property Tax In-Lieu of VLF (2016-17) | \$420,605 | \$420,605 | \$420,605 | \$420,605 | \$420,605 | \$420,605 |
| Incremental Property Tax In-Lieu of VLF to City | \$500 | \$800 | \$500 | \$0 | \$0 | \$0 |

480 Central Ave. - Buellton

Sales Tax (Off-Site / Indirect)

| | | MF Residential | Mixed Use / Office | Mixed Use / Civic | Civic | Garden | Parking |
|--|-------|-------------------|-----------------------|----------------------|----------------|------------|------------|
| Employees | | | | | | | |
| Estimated Annual Taxable Spending / Empl. | | \$4,832 | \$4,832 | \$4,832 | \$4,832 | \$4,832 | \$4,832 |
| Estimated Capture within City (Off-Site) | 20% | \$966 | \$966 | \$966 | \$966 | \$966 | \$966 |
| Estimated # Employees | | 0 | 7 | 3 | 4 | 0 | 0 |
| Total Employee Taxable Spending within City | | \$0 | \$6,765 | \$3,132 | \$4,027 | \$0 | \$0 |
| Resident Households | | | | | | | |
| Estimated Annual Taxable Spending / HH | | \$18,297 | \$18,297 | \$18,297 | \$18,297 | \$18,297 | \$18,297 |
| Estimated Capture within City (Off-Site) | 50% | \$9,148 | \$9,148 | \$9,148 | \$9,148 | \$9,148 | \$9,148 |
| Estimated # Resident Households | | 4 | 4 | 4 | 0 | 0 | 0 |
| Total Taxable Sales Captured | | \$36,593 | \$36,593 | \$36,593 | \$0 | \$0 | \$0 |
| Total Off-Site / Indirect Taxable Sales | | \$36,593 | \$43,358 | \$39,725 | \$4,027 | \$0 | \$0 |
| Annual Sales Tax to City | 1.0% | \$366 | \$434 | \$397 | \$40 | \$0 | \$0 |
| Projected Use Tax as % of Sales Tax | 15.5% | \$57 | \$67 | \$62 | \$6 | \$0 | \$0 |
| Annual Sales & Use Tax to City (Off-Site) | | \$400 | \$500 | \$500 | \$0 | \$0 | \$0 |

Note: Assuming residential rents in line with Avenue Heights ~\$1,500 per month, and average housing costs ~32.5% of income (HH income ~\$57,250)



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480 Central Ave. - Buellton

Use Tax as Percentage of Sales Tax Calculation

| | Calendar Year |
|----------------------------------|------------------|
| City of Buellton | 2015 |
| County Pool | \$291,891 |
| State Pool | \$579 |
| Use Tax Total | \$292,470 |
| Point-of-Sale | \$1,886,118 |
| Use Tax as % of Sales Tax | 15.51% |

Source: HdL Companies (2017)



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480 Central Ave. - Buellton

City Equivalent Population

| | |
|--|--------------|
| City Population | 5,129 |
| City Daytime Employee Population | 2,878 |
| Employee / Resident Weighting Factor | 0.5 |
| Effective Daytime Employee Population | 1,439 |
| Total Effective City Population | 6,568 |

Source: California Department of Finance, U.S. Census Bureau Center for Economic Studies

480 Central Ave. - Buellton

Primary Multiplier Revenue Factors

| Budget Category | City GF Budget FY 2017/18 | Allocation Basis | Relevant City Population | Per Capita Factor |
|----------------------|---------------------------|-------------------|--------------------------|-------------------|
| Franchise Fees | \$225,000 | Equiv. Population | 6,568 | \$34.26 |
| Charges for Services | \$202,800 | Residents | 5,129 | \$70.47 |



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Primary Multiplier Revenues

| Revenue Category | Allocation Basis | MF Residential | Mixed Use / Office | Mixed Use / Civic | Civic | Garden | Parking |
|----------------------------------|-------------------|----------------|--------------------|-------------------|--------------|------------|------------|
| Franchise Fees | Equiv. Population | 6 | 10 | 8 | 2 | 0 | 0 |
| Charges for Services | Residents | 6 | 6 | 6 | 0 | 0 | 0 |
| Revenue Allocation | Per Capita Factor | MF Residential | Mixed Use / Office | Mixed Use / Civic | Civic | Garden | Parking |
| Franchise Fees | \$34.26 | \$200 | \$300 | \$300 | \$100 | \$0 | \$0 |
| Charges for Services | \$70.47 | \$400 | \$400 | \$400 | \$0 | \$0 | \$0 |
| Total Multiplier Revenues | | \$600 | \$700 | \$700 | \$100 | \$0 | \$0 |



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480 Central Ave. - Buellton

Potential Parking Revenue Analysis

| | |
|---|-----------------|
| Site square footage | 11,300 SF |
| Estimated SF per parking space | 350 SF |
| Potential parking available on Site | 30 spaces |
| Potential monthly charge per space to Avenue businesses | \$50 |
| Total monthly parking revenue | \$1,500 |
| Potential Annual Parking Revenue | \$18,000 |

Notes:

Parking could alternatively be utilized within DOR program where Avenue property developer pays for parking improvements on 480 Central in exchange for reduction in on-site parking requirement
\$50 per space per month represents ~8.5% return on site improvements costs for parking



The analyses, projections, assumptions, rates of return, and any examples presented herein are for illustrative purposes and are not a guarantee of actual and/or future results. Project pro forma and tax analyses are projections only. Actual results may differ from those expressed in this analysis.

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