



CITY OF BUELLTON

CITY COUNCIL AGENDA

**Regular Meeting of June 14, 2018 – 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California**

Materials related to an item on this agenda, as well as materials submitted to the City Council after distribution of the agenda packet, are available for public inspection in the Office of the City Clerk, located at 107 West Highway 246, during normal business hours.

TELECONFERENCE MEETING LOCATION:

**Mayor Holly Sierra will attend the above referenced regular
City Council meeting via teleconference from the following location:
1215 Peppergrass Street
Napa, CA 94559**

CALL TO ORDER

Vice Mayor Dave King

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Members Ed Andrisek, Art Mercado, 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 Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion.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 May 24, 2018 Regular City Council Meeting**
2. **List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2017-18**
3. **Resolution No. 18-15 – “A Resolution of the City Council of the City of Buellton, California, Acknowledging the Receipt of and Ordering the Filing of the Annual Statement of Investment Policy for Fiscal Year 2018-19 with the City Council”**
❖ *(Staff Contact: Finance Director Shannel Zamora)*
4. **Resolution No. 18-16 – “A Resolution of the City Council of the City of Buellton, California, Establishing an Appropriation Limit for Fiscal Year 2018-19”**
❖ *(Staff Contact: Finance Director Shannel Zamora)*
5. **Biennial Review of Conflict of Interest Code**
❖ *(Staff Contact: City Clerk Linda Reid)*
6. **Reduction of Bond for Crossroads Development**
❖ *(Staff Contact: Public Works Director Rose Hess)*

PRESENTATIONS

PUBLIC HEARINGS

(POSSIBLE ACTION)

7. **Resolution No. 18-10 – “A Resolution of the City Council of the City of Buellton, California, Regarding the Commitments and Publishing the Report Required by Central Coast Water Authority Resolution Nos. 92-02 and 92-11”**
❖ *(Staff Contact: Public Works Director Rose Hess)*

COUNCIL MEMBER COMMENTS/ITEMS

WRITTEN COMMUNICATIONS

COMMITTEE REPORTS

BUSINESS ITEMS

CITY MANAGER’S REPORT

ADJOURNMENT

The next meeting of the City Council will be held on Thursday, July 12, 2018 at 6:00 p.m. The regular City Council meeting of June 28, 2018 has been cancelled due to lack of a quorum.

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES

Regular Meeting of May 24, 2018

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 Ed Andrisek and Art Mercado, and Mayor Holly Sierra

Excused Absence: Vice Mayor Dave King

Staff: City Manager Marc Bierdzinski, Public Works Director Rose Hess, City Attorney Steve McEwen, Finance Director Shannel Zamora, and City Clerk Linda Reid

PUBLIC COMMENTS

Caroline, spoke about her support for President Trump's foreign policy and Memorial Day.

John Dorwin, Buellton, spoke about the election resolutions.

Nicky Hansen, a student at Jonata Middle School displayed a video of the Special Olympics program in Buellton and provided a handout for the record.

CONSENT CALENDAR

1. **Minutes of May 10, 2018 Regular City Council Meeting**
2. **List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2017-18**
3. **Monthly Treasurer's Report – April 30, 2018**

4. Resolutions Pertaining to General Municipal Election to be Held November 6, 2018

Resolution No. 18-11 – “A Resolution of the City Council of the City of Buellton, California, Calling and Giving Notice of the Holding of a General Municipal Election to be Held on Tuesday, November 6, 2018 for the Election of Certain Officers as Required by the Provisions of the Laws of the State of California Relating to General Law Cities”

Resolution No. 18-12 – “A Resolution of the City Council of the City of Buellton, California, Requesting the Board of Supervisors of the County of Santa Barbara to Consolidate a General Municipal Election to be Held on Tuesday, November 6, 2018 with the General Election Pursuant to Section 10403 of the Elections Code”

Resolution No. 18-13 – “A Resolution of the City Council of the City of Buellton, California, Adopting Regulations for Candidates for Elective Office Pertaining to Candidate’s Statements, Materials Submitted to the Electorate, and the Cost Thereof, Submitted to the Voters at an Election to be Held on Tuesday, November 6, 2018”

5. Acceptance of Bid and Award of Contract for the 2017/18 Road Maintenance Project

6. Acceptance of Public Right-of-Way Dedication (Hampton Inn)

7. Van Rental Agreement Between the City of Buellton and Buellton Union School District

MOTION:

Motion by Council Member Andrisek, seconded by Council Member Mercado approving Consent Calendar Items 1 through 7 as listed.

VOTE:

Motion passed by a roll call vote of 3-0.
Council Member Andrisek – Yes
Council Member Mercado – Yes
Mayor Sierra – Yes

PRESENTATIONS

None

PUBLIC HEARINGS

None

COUNCIL MEMBER COMMENTS/ITEMS

Council Member Andrisek announced that he attended the Economic Action Summit in Santa Barbara.

Council Member Andrisek requested that the City Council revisit the City owned parking lot in order to address design issues. City Manager Bierdzinski stated the parking lot is just a concept plan at this point and nothing has been decided. The design will come back to the Council when the project moves forward and changes can be made at that time.

Mayor Sierra announced that there will be a presentation regarding Buellton's history at Pea Soup Andersons on Thursday, June 14 at 7:00 p.m.

Mayor Sierra thanked Vice Mayor King for asking the River Course in Solvang to allow Special Olympics to use their bocce courts.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

Council Member Andrisek announced that he attended the Groundwater Sustainability Agency meeting and provided an oral report regarding the meeting and submitted a handout for the record.

Mayor Sierra announced that the Santa Barbara County Association of Governments (SBCAG) and the Chumash Tribe have funded a traffic study on Highway 246 in an effort to identify and mitigate traffic congestion.

Mayor Sierra announced there will be a ribbon cutting ceremony on June 13 at the location of the new passing lanes on Highway 246 between Buellton and Lompoc.

BUSINESS ITEMS

8. **Contract for Law Enforcement Services Between the County of Santa Barbara and the City of Buellton for Fiscal Year 2018/19**

RECOMMENDATION:

That the City Council approve the Fiscal Year 2018-19 contract with the County of Santa Barbara for Law Enforcement Services and authorize the Mayor to execute the contract.

STAFF REPORT:

City Manager Bierdzinski presented the staff report.

DISCUSSION:

Finn Runge, Buellton, questioned whether Buellton needs a deputy as it is a peaceful city.

Retired Lieutenant Brad McVay, representing the Santa Barbara County Sheriff's Department, spoke about the new law enforcement contract.

The City Council discussed the new law enforcement contract and thanked the Santa Barbara County Sheriff's Department for their service to Buellton. Council Member Mercado requested that the School Resource Deputy be reviewed in the future as an added service.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

MOTION:

Motion by Council Member Andrisek, seconded by Council Member Mercado approving the Fiscal Year 2018-19 contract with the County of Santa Barbara for Law Enforcement Services.

VOTE:

Motion passed by a roll call vote of 3-0.

Council Member Andrisek – Yes

Council Member Mercado – Yes

Mayor Sierra – Yes

9. Discussion and Direction on CalPERS Pension Funding**RECOMMENDATION:**

That the City Council provide direction to address future pension costs by accelerating payments (Option 2) and setting up a pension reserve fund policy (Option 3).

STAFF REPORT:

Finance Director Zamora presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

The City Council discussed the following issues:

- Future annual allocations
- 20 year payment process

DIRECTION:

The City Council agreed by consensus to implement Option 2 immediately and have staff bring back a resolution that sets up a pension reserve fund policy for future pension costs (Option 3).

10. Resolution No. 18-14 – “A Resolution of the City Council of the City of Buellton, California, for the Purpose of Mid-Cycle Budget Amendments Related to Fiscal Year 2018-19”

RECOMMENDATION:

That the City Council consider adoption of Resolution No. 18-14.

STAFF REPORT:

Finance Director Zamora presented the staff report.

DOCUMENTS:

Staff report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

The City Council discussed the mid-cycle budget amendments, specifically allocating general fund surplus of \$250,000 to the Avenue of Flags Specific Plan improvements.

MOTION:

Motion by Council Member Mercado, seconded by Council Member Andrisek approving Resolution No. 18-14 – “A Resolution of the City Council of the City of Buellton, California, for the Purpose of Mid-Cycle Budget Amendments Related to Fiscal Year 2018-19” with a change to Exhibit A (Measure A), and allocating general fund surplus of \$250,000 to the Avenue of Flags Specific Plan Median 2.

VOTE:

Motion passed by a roll call vote of 3-0.
Council Member Andrisek - Yes
Council Member Mercado – Yes
Mayor Sierra - Yes

CITY MANAGER’S REPORT

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

ADJOURNMENT

Mayor Sierra adjourned the regular meeting at 8:25 p.m. The next regular meeting of the City Council will be held on Thursday, June 14, 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: June 14, 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 5/16/2018 through 6/5/2018 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, 5/16/2018 through 6/5/2018, and electronic fund transfers issued for the period of 5/16/2018 through 6/5/2018 was \$468,244.02.

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 5/16/2018 through 6/5/2018.

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
June 14, 2018 Council Meeting.

Listed below is a brief summary of the attached claims:

EXHIBIT A *	A/P Packet #APPKT00769	150,133.56
	A/P Packet #APPKT00768	31,973.76
	A/P Packet #APPKT00764	127,374.08
	A/P Packet #APPKT00760	62,318.51
	Total A/P Packets:	\$371,799.91 (8 pages)
	Utility Packet #UBPKT01131	226.93 (1 page)
	Total Packets:	\$372,026.84
EXHIBIT B		\$50,700.16
CC Payroll	5/24/2018	1,960.25
Staff Payroll	5/25/2018	43,556.77
	Total Payroll:	\$45,517.02
TOTAL AMOUNT OF CLAIMS:		\$468,244.02

* The A/P Packets above will be approved on Council Agenda date of 06/14/2018
 Checks to be signed on 06/14/2018 tie to A/P Packet #APPKT00769
 Checks previously signed by staff to avoid late fees relate to:
 A/P Packet # APPKT00760, APPKT00764 and APPKT00768
 Utility Packet # UBPKT01131

38 6/6/18

Payments via Electronic Fund Transfer (EFT):
From 05/16/2018 through 06/05/2018

CalPERS - Classic	5/25/2018	146.08
CalPERS - PEPRA	5/25/2018	59.00
Payroll Tax - EDD	5/25/2018	100.96
Payroll Tax - IRS	5/25/2018	80.43
Bank Fee	5/25/2018	12.00
CalPERS - Classic	5/29/2018	6,142.08
CalPERS - PEPRA	5/29/2018	2,471.34
Payroll Tax - EDD	5/29/2018	2,456.45
Payroll Tax - IRS	5/29/2018	6,989.16
Bank Fee	5/31/2018	104.60
CalPERS - Medical	6/4/2018	19,633.44
DCP-AUL	6/4/2018	12,504.62

Total

50,700.16



Check Report - APPKT's 00760, 00764, 00768 and 00769

City of Buellton, CA

By Payment Number

Payment Dates 05/16/2018 - 06/05/2018

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
36292	5/16/2018 INV0009216	011105 4/12-5/9/2018 CYCLE TRAINING	ADRIENNE WALTER	001-511-67140		18.00 18.00
36293	5/16/2018 INV0009219 INV0009219	000028 April 2018- Mats/Towels Service April 2018- Mats/Towels Service	ARAMARK UNIFORM SERVICES INC	001-558-60800 005-701-60800		516.45 413.16 103.29
36294	5/16/2018 2130 2131	000718 4/30&5/3/2018 Technical Srvc & Desi 5/3/2018 - Field Technical Service	AUTOSYS, INC.	020-601-60800 005-701-60800		2,050.00 1,240.00 810.00
36295	5/16/2018 INV0009218	001272 5/6/2018 REFUND RVP SECURITY DEP	CRYSTAL ABBOTT	001-22510		100.00 100.00
36296	5/16/2018 84X00014	000598 April 2018 - Bio Solid Waste Handling	ENGEL & GRAY, INC.	005-701-60800		6,604.67 6,604.67
36297	5/16/2018 INV0009223	001089 4/12-5/4/2018 FLOW YO-YOGA	GINA SIGMAN	001-511-67140		72.00 72.00
36298	5/16/2018 INV0009233	001241 4/12-5/4/2018 KUNDALINI YOGA	GIOIA MARCHESE	001-511-67140		162.00 162.00
36299	5/16/2018 1715	000739 1/29/2018 Waterline Repair	HANLY GENERAL ENGINEERING CORP.	020-601-60250		1,628.50 1,628.50
36300	5/16/2018 72151C	000843 5/10/2018 Plumbing Repair	JERRY'S PLUMBING & HEATING	001-558-60250		295.00 295.00
36301	5/16/2018 1811006	001271 5/15/2018 ADVERTISING - PLANNING	JOBS AVAILABLE, INC.	001-565-60900		381.50 381.50
36302	5/16/2018 1134	000395 May 2018 - Monthly Janitorial Service	JOSE RAFAEL RUIZ dba	001-552-60800		1,800.00 1,800.00
36303	5/16/2018 INV0009235	001275 5/12/2018 - REFUND RVP SECURITY D	JUAN CORONA	001-22510		100.00 100.00
36304	5/16/2018 INV0009225	011300 4/12-5/9/2018 - KUNDALINI YOGA	KAREN PALMER	001-511-67140		10.50 10.50
36305	5/16/2018 INV0009227	011336 4/12-5/9/2018 FLAMENCO DANCE	LAURA GARCIA dba	001-511-67140		252.00 252.00
36306	5/16/2018 INV0009228	001132 4/12-5/9/2018 PILATES/PERSONAL T	MAILE INEMAN	001-511-67140		486.00 486.00
36307	5/16/2018 INV0009236	001155 5/12/2018 REFUND RVP SECURITY DE	Maria Moreida	001-22510		100.00 100.00
36308	5/16/2018 INV0009229	011343 4/12-5/4/2018 YOGA CLASS	MARIANNE MADSEN	001-511-67140		380.00 380.00
36309	5/16/2018 INV0009222	001273 4/4/2018 - REFUND RVP SECURITY DE	MARTHA CABRERA	001-22510		100.00 100.00
36310	5/16/2018 30191773	000669 5/3/2018 - USPO - Monthly Pest Cont	O'CONNOR & SONS dba	001-558-60800		105.00 105.00

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
36311	5/16/2018 4372-394674	000801 4/20/2018 - RVP - Supplies	O'REILLY AUTOMOTIVE STORES, INC.	001-552-60258		30.14 30.14
36312	5/16/2018 INV0009215 INV0009215 INV0009215 INV0009215 INV0009215 INV0009215 INV0009215 INV0009215 INV0009215	000352 4/4-5/3/2018 Electrical Service 4/4-5/3/2018 Electrical Service	P G & E	001-410-61241 001-501-61241 001-510-61241 001-550-61241 001-552-61241 001-556-61241 001-565-61241 005-701-61241 020-601-61241		23,735.75 567.26 187.09 196.58 5,139.28 482.99 83.60 215.56 7,353.37 9,510.02
36313	5/16/2018 1239626	000861 5/10/2018 - Chemicals	POLYDYNE INC.	005-701-61111		1,202.49 1,202.49
36314	5/16/2018 WO030041235 WO030041235 WO030041235	000390 4/23/2018 Vehicle Maintenance/Rep 4/23/2018 Vehicle Maintenance/Rep 4/23/2018 Vehicle Maintenance/Rep	QUINN COMPANY	001-558-60270 005-701-60270 020-601-60270		860.00 286.66 286.67 286.67
36315	5/16/2018 INV0009220 INV0009220 INV0009220 INV0009220 INV0009220 INV0009220 INV0009220 INV0009220	000438 April 2018 - Misc Maint/Repair Suppli April 2018 - Misc Maint/Repair Suppli	SANTA YNEZ VALLEY HARDWARE	001-552-61140 001-558-60250 001-558-61140 005-701-60250 005-701-60270 005-701-61127 020-601-60250 020-601-61140		240.85 21.69 70.03 23.66 11.07 34.46 11.07 27.42 41.45
36316	5/16/2018 INV0009221	000132 FY17/18 3rd Qtr - 1/1-3/31/2018 Ani	SB CO ANIMAL SVCS, HEALTH & REG	001-410-60015		9,837.25 9,837.25
36317	5/16/2018 3290387 3290387 3290387 3290387	001045 5/8/2018 Safety Equipment Servicing 5/8/2018 Safety Equipment Servicing 5/8/2018 Safety Equipment Servicing 5/8/2018 Safety Equipment Servicing	Scott O'Brien Fire & Safety Co. Inc.	001-552-60800 001-558-60800 005-701-60800 020-601-60800		581.48 145.37 145.37 145.37 145.37
36318	5/16/2018 03009893	000681 5/14/2018 Misc Safety Supplies	STATEWIDE SAFETY & SIGNS, INC.	001-558-60560		420.23 420.23
36319	5/16/2018 INV0009234	001274 5/12/2018 - REFUND RVP SECURITY D	SUSANA FLORES	001-22510		100.00 100.00
36320	5/16/2018 INV0009224	001236 4/12-5/9/2018 BALLETTAP	SUZIE URICH	001-511-67140		28.00 28.00
36321	5/16/2018 51282099 51282100	001111 EngSrvcs thru 1/26/18 - Crossroads EngSrvcs -> 1/26/18 - Townhomes	TETRA TECH, INC.	001-22416 001-22416	90010-070 90021-070	3,320.00 1,685.00 1,635.00
36322	5/16/2018 INV0009226	000979 4/12-5/9/2018 - WRESTLING	THADDEUS JECKELL	001-511-67140		98.00 98.00
36323	5/16/2018 0143587	001168 4/1-30/2018 - Shredding Services	The DocuTeam	001-410-60900		27.00 27.00
36324	5/16/2018 INV0009232	011491 4/18-5/9/2018 ARCHERY	THOMAS CHAMBERLAIN	001-511-67140		245.00 245.00

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
36325	5/16/2018 INV0009231	001222 4/25-5/23/2018 INTRO TO SPANISH	ULISES CASTANEDA	001-511-67140		630.00 630.00
36326	5/16/2018 45973	000677 -> 4/30/2018 Services FY17-18 COB R	WALLACE GROUP	005-701-60800		5,641.50 5,641.50
36327	5/16/2018 INV0009217 INV0009230	001246 REPLACE CHK# 36191, 4/23/18 (COR 4/12-5/9/2018 TAI CHI	YOSHIE FREEMAN	001-511-67140 001-511-67140		159.20 79.20 80.00
36328	5/24/2018 475618	000077 5/14/2018 - Misc Maint/Repair Items	CAL-COAST MACHINERY, INC	005-701-60270		36.96 36.96
36329	5/24/2018 12292618 12330606	000090 5/1-5/15/2018 CalPERS Long Term Ca 5/16-31/2018 - CalPERS LT Care Prgr	CalPERS LONG-TERM CARE PROGRAM	001-22166 001-22166		168.50 84.25 84.25
36330	5/24/2018 4154	000800 5/14/2018 - Uniform Expense	CARR'S BOOT SHOP, INC. dba	005-701-67600		200.00 200.00
36331	5/24/2018 791790	000118 4/18-5/17/2018 - CH - Copier overag	COASTAL COPY, INC.	001-410-61130		344.53 344.53
36332	5/24/2018 INV0009267	000121 May 2018 - TOT Allocation	COC/BBA/VISITORS INFORMATION	001-410-67790		33,333.33 33,333.33
36333	5/24/2018 INV0009268	000122 05/18-6/17/2018 - CC Chambers - Int	COMCAST CABLE	001-410-61292		135.70 135.70
36334	5/24/2018 756604 756652	000248 5/17/2018 BOL#556907 - Chemicals 5/17/2018 BOL#556907 - Containers	JCI JONES CHEMICALS, INC.	020-601-61111 020-601-61111		2,796.94 3,696.94 -900.00
36335	5/24/2018 1707.1-008	000812 4/1-4/30/18 - ED Services 2017-2018	KOSMONT & ASSOCIATES, INC.	001-565-60800		158.60 158.60
36336	5/24/2018 4318283	000310 4/27-5/1/2018 - 17 YD Roll Off Rental	MARBORG INDUSTRIES	005-701-60250		527.50 527.50
36337	5/24/2018 20285	000852 4/30/2018 - DWTP - Water Treatmen	MATT-CHLOR, INC.	020-601-60250		196.44 196.44
36338	5/24/2018 3893	000353 5/2/2018 - COB - Monthly Web Site	MICHAEL J. BOGGESS dba	001-410-61292		100.00 100.00
36339	5/24/2018 76619983	000429 5/16/2018 - Parts Washer Tank Servic	SAFETY-KLEEN CORP.	005-701-61111		356.23 356.23
36340	5/24/2018 M18-049	000448 Apr-Jun 2018-(4th Qtr) Fire/Paramedi	SB CO FIRE DEPARTMENT	001-501-60810		50,538.00 50,538.00
36341	5/24/2018 18-277	000450 3/26/2018 - Case Work	SB CO SHERIFF'S DEPARTMENT	001-501-60800		67.57 67.57
36342	5/24/2018 51306054 51306056 51306057 51306058 51306059 51306060	001111 EngSrvcs thru 3/30/2018 - Encroach EngSrvcs thru 3/30/2018 - McMurray EngSrvcs thru 3/30/2018 - Townhom EngSrvcs thru 3/30/2018 - Figueroa EngSrvcs thru 3/30/2018 - 35 Zaca Str EngSrvcs thru 3/30/2018 - 270 Indust	TETRA TECH, INC.	025-557-60800 001-22416 001-22416 001-22416 001-22416 001-22416	90010-070 90021-070 90037-070 90050-070 80000-070	4,807.50 562.50 312.50 625.00 1,687.50 790.00 830.00
36343	5/24/2018 1269	001051 5/9/2018 - WWTP - Valve Repair	THOMAS T PETERSEN dba	005-701-60800		55.00 55.00

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
36344	5/24/2018 7001263-00	000513 1/11/2018 Misc Maint/Repair Suppli	TURF STAR, INC.	001-552-60255		61.19 61.19
36345	5/24/2018 565485	000543 5/7/2018 - Misc Maint/Repair Items	USA BLUEBOOK INC	005-701-60250		471.69 471.69
36346	5/24/2018 9806803086 9806803086 9806803086 9806803086 9806803086	000556 5/9-6/8/2018 - PW/CM - Wireless Ser 5/9-6/8/2018 - PW/CM - Wireless Ser	VERIZON WIRELESS	001-410-67705 001-511-61290 001-558-67705 005-701-67705 020-601-67705		530.04 66.22 36.63 134.04 139.67 153.48
36347	5/24/2018 INV0009269	000582 May 2018 - COC - Monthly HOA Dues	VINTAGE WALK, LLC OWNERS ASSOC.	001-410-60900		104.00 104.00
36348	5/24/2018 CM0000079 INV0009266	000894 April 2018 - SYVTBID - Admin Fees April 2018 - SYVTBID - Fees	VISITSYV	001-44250 001-22160		32,043.55 -653.95 32,697.50
36349	5/24/2018 68368205	001063 June 2018 - CH - Copier Lease	Wells Fargo Vendor Fin Serv	001-410-60310		340.81 340.81
36354	6/5/2018 INV0009283	001184 May 2018 - Misc Supplies	ALBERTSONS/SAFEWAY	001-410-61130		50.18 50.18
36355	6/5/2018 31928482	001214 June 2018 - Phone System Lease	AVAYA Financial Services	001-410-60310		384.38 384.38
36356	6/5/2018 226976 226977	000065 April 2018 - Legal Services - Retainer April 2018 - Legal Services - Retainer	BURKE, WILLIAMS & SORENSEN, LLP	001-404-60840 001-404-60840		18,323.70 10,237.50 8,086.20
36357	6/5/2018 100405	000107 April 2018 - Live Scan Finger Printing	CITY OF LOMPOC	001-410-60022		20.00 20.00
36358	6/5/2018 793450 793804	000118 4/16-5/15/2018 CH-HR Copier Overa 5/1-31/2018 REC - Copier Overage Ch	COASTAL COPY, INC.	001-410-61130 001-511-61130		159.01 30.07 128.94
36359	6/5/2018 INV0009280	000122 5/25-6/24/2018 REC Internet/Phone	COMCAST CABLE	001-511-61290		176.67 176.67
36360	6/5/2018 INV0009281	000122 5/26-6/25/2018 CH - Internet Service	COMCAST CABLE	001-410-61292		286.01 286.01
36361	6/5/2018 INV0009286	000122 5/29-6/28/2018 - WWTP - Internet S	COMCAST CABLE	005-701-60210		236.01 236.01
36362	6/5/2018 107056 107056	001255 May 2018 - Delivery Srvc-Water Sam May 2018 - Delivery Srvc-Water Sam	DELIVER-IT	005-701-60800 020-601-60800		150.00 75.00 75.00
36363	6/5/2018 INV0009278 INV0009278 INV0009278	000172 05/2018 Msg Srvc & 06/2018 Answe 05/2018 Msg Srvc & 06/2018 Answe 05/2018 Msg Srvc & 06/2018 Answe	ECHO COMMUNICATIONS	001-558-60800 005-701-60800 020-601-60800		118.50 39.50 39.50 39.50
36364	6/5/2018 INV0009290 INV0009290 INV0009291 INV0009292 INV0009292 INV0009293	000193 K Abello - CC thru 5/17/2018 K Abello - CC thru 5/17/2018 E Andrisek - CC thru 5/17/2018 M Vierdzinski - CC thru 5/17/2018 M Vierdzinski - CC thru 5/17/2018 R Hess - CC thru 5/17/2018	FIRST NATIONAL BANK OF OMAHA	001-511-60250 001-511-67135 001-401-60710 001-565-60210 001-565-60710 001-558-60270	54005-040	6,345.85 79.95 256.00 375.00 407.88 19.99 8.34

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	INV0009293	R Hess - CC thru 5/17/2018		001-558-61140		353.81
	INV0009293	R Hess - CC thru 5/17/2018		005-701-60270		8.33
	INV0009293	R Hess - CC thru 5/17/2018		005-701-60710		265.70
	INV0009293	R Hess - CC thru 5/17/2018		005-701-61130		20.97
	INV0009293	R Hess - CC thru 5/17/2018		005-701-61140		170.31
	INV0009293	R Hess - CC thru 5/17/2018		020-601-60270		8.33
	INV0009293	R Hess - CC thru 5/17/2018		020-601-61140		36.39
	INV0009294	D King - CC thru 5/17/2018		001-401-60710		570.00
	INV0009295	B Knecht - CC thru 5/17/2018		001-511-60210		155.88
	INV0009295	B Knecht - CC thru 5/17/2018		001-511-60250		61.63
	INV0009295	B Knecht - CC thru 5/17/2018		001-511-60800		278.00
	INV0009295	B Knecht - CC thru 5/17/2018		001-511-61280		93.19
	INV0009295	B Knecht - CC thru 5/17/2018		001-511-67135		632.64
	INV0009295	B Knecht - CC thru 5/17/2018		001-511-67135	54010-040	883.41
	INV0009296	L Reid - CC thru 5/17/2018		001-403-61130		46.54
	INV0009296	L Reid - CC thru 5/17/2018		001-410-60900		64.64
	INV0009296	L Reid - CC thru 5/17/2018		001-410-61130		69.05
	INV0009296	L Reid - CC thru 5/17/2018		001-558-60270		100.00
	INV0009297	H Sierra - CC thru 5/17/2018		001-401-60710		195.00
	INV0009298	P Smith - CC thru 5/17/2018		001-511-67140		861.58
	INV0009300	S Zamora - CC thru 5/17/2018		001-420-60710		40.00
	INV0009300	S Zamora - CC thru 5/17/2018		001-420-72100		258.59
	INV0009300	S Zamora - CC thru 5/17/2018		001-558-61131		24.70
36366	6/5/2018	001040	FRONTIER COMMUNICATIONS			1,739.99
	INV0009276	5/19-6/18/2018 {Phone Summary Bill		001-410-67705		319.93
	INV0009276	5/19-6/18/2018 {Phone Summary Bill		001-565-67705		400.66
	INV0009276	5/19-6/18/2018 {Phone Summary Bill		005-701-67705		539.50
	INV0009276	5/19-6/18/2018 {Phone Summary Bill		020-601-67705		479.90
36367	6/5/2018	000813	HOME DEPOT CREDIT SERVICES			342.65
	INV0009285	May 2018 - Misc Maint/Repair Items		001-558-61127		114.21
	INV0009285	May 2018 - Misc Maint/Repair Items		005-701-61127		114.22
	INV0009285	May 2018 - Misc Maint/Repair Items		020-601-61127		114.22
36368	6/5/2018	001084	James Porter Tilley, Jr. dba			225.00
	INV-1269	April-2018 - Preventative Maintenanc		001-511-60800		225.00
36369	6/5/2018	000280	LEE CENTRAL COAST NEWSPAPERS			137.67
	123899	5/10/2018 - COB NtcOfPublicHrng-Re		001-403-60520		137.67
36370	6/5/2018	000280	LEE CENTRAL COAST NEWSPAPERS			419.52
	INV0009275	5/8&10/2018 #124513-1 - Teen/Surf/		001-511-60510		79.92
	INV0009275	5/15&17/2018 #124817-1 Camp Is In		001-511-60510		79.92
	INV0009275	5/1&3/2018 #124063-1 - Summer Da		001-511-60510		129.84
	INV0009275	5/22&24/2018 #125301-1 - Summer		001-511-60510		129.84
36371	6/5/2018	000280	LEE CENTRAL COAST NEWSPAPERS			226.50
	124278	5/3/2018-SealedBids-2017-2018 Roa		001-403-60520		226.50
36372	6/5/2018	001278	Matthew & Kristy Quigley			675.00
	INV0009284	5/25/2018 - REBATE - Landscape Proj		001-558-74100		675.00
36373	6/5/2018	000353	MICHAEL J. BOGGESS dba			80.00
	3904	May 2018 - Website Update		001-410-61292		80.00
36374	6/5/2018	000059	MOTOR PRODUCTS INC. dba			8.62
	INV0009289	May 2018 - Misc Maint/Repair Items		001-552-60258		8.62
36375	6/5/2018	000032	READY REFRESH BY NESTLE			150.48
	18E0029022365	4/27-5/26/2018 - CH - Water Service		001-410-60800		86.10
	18E0029022381	4/27-5/26/2018 - CC/LIB - Water Serv		001-410-60800		40.45

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	18E0029154614	4/27-5/26/2018 - Planning - Water Se		001-410-60800		23.93
36376	6/5/2018 INV0009279	000432 6/16/18-6/15/19 - Subscription	SANTA BARBARA NEWS-PRESS	001-410-60650		182.35 182.35
36377	6/5/2018 INV0009282 INV0009282 INV0009282 INV0009282	000978 4/21-5/15/2018 Misc Office Supplies 4/21-5/15/2018 Misc Office Supplies 4/21-5/15/2018 Misc Office Supplies 4/21-5/15/2018 Misc Office Supplies	Staples Credit Plan	001-410-61130 001-420-61130 001-511-61130 001-558-61130		841.15 94.54 258.82 278.84 208.95
36378	6/5/2018 INV0009287	000507 4/25-5/24/2018 - LIB/CCC - Gas Servi	THE GAS COMPANY	001-510-61230		23.74 23.74
36379	6/5/2018 INV0009288	000507 4/23-5/24/2018 - CH - Gas Service	THE GAS COMPANY	001-510-61230		24.21 24.21
36380	6/5/2018 INV0009277	000507 4/24-5/23/2018 COC Gas Service	THE GAS COMPANY	001-510-61230		3.43 3.43
36381	6/5/2018 INV0009274 INV0009274 INV0009274 INV0009274	000521 May 2018 - Misc Maint/Repair Items May 2018 - Misc Maint/Repair Items May 2018 - Misc Maint/Repair Items May 2018 - Misc Maint/Repair Items	TODD PIPE & SUPPLY	001-552-60258 001-558-61127 001-558-67600 005-701-60250		434.78 10.98 36.05 13.41 374.34
36382	6/5/2018 68386369	001063 July 2018 - REC - Copier Lease	Wells Fargo Vendor Fin Serv	001-511-60310		149.77 149.77
36383	6/5/2018 1744160503	001067 5/2/2018 - Conf Call - CC Mtng/CityAt	WEST.COM	001-401-61130		58.59 58.59
36384	6/5/2018 300001229	000680 7/2018-6/2019 - Annual Membership	CA ASSOC. FOR LOCAL ECONOMIC DVLPMT	001-402-60650		350.00 350.00
36385	6/5/2018 INST093148	000088 5/29/2018 - Postage Meter Supplies	CCI CENTRAL, INC.	001-410-61130		35.71 35.71
36386	6/5/2018 INV0009301	000105 4/25-5/25/2018 Irrigation Srvc 595 2	CITY OF BUELLTON	001-552-61211		1,136.36 1,136.36
36387	6/5/2018 100406	000107 June 2018 - Monthly Transit Service	CITY OF LOMPOC	027-559-67445		1,666.66 1,666.66
36388	6/5/2018 07595 07596	000176 July-Sept2018 - CH - Alarm Service July-Sept2018 - Planning - Alarm Serv	EXCLUSIVE ALARMS INC	001-558-60800 001-558-60800		222.00 120.00 102.00
36389	6/5/2018 0418-533 0418-533	000848 April 2018 - COB ArchDsgn Review-Cn April 2018 - COB ArchDsgn Review-Cn	RAVATT, ALBRECHT & ASSOC, INC.	001-22416 001-565-60800	90049-070	3,094.88 2,311.25 783.63
36390	6/5/2018 AI06180066	000706 ->: 5/31/2018 - Satellite Sim Card # 8	SATCOM GLOBAL, INC.	001-410-60014		50.62 50.62
36391	6/5/2018 18-281 18-299	000450 June 2018 - Contract Services FY2017 May 2018 - Motorcycle Services	SB CO SHERIFF'S DEPARTMENT	001-501-60800 001-501-60800		143,094.99 141,616.00 1,478.99
36392	6/5/2018 358633642	000904 5/20-6/20/2018 - Planning - Copier L	US BANK EQUIPMENT FINANCE	001-565-60310		482.34 482.34
Payment Total:						371,799.91

Report Summary

Fund Summary

Fund	Payment Amount
001 - General Fund	326,956.23
005 - Sewer Fund	25,834.89
020 - Water Fund	16,779.63
025 - Gas Tax Fund	562.50
027 - Local Transportation Fund	1,666.66
Grand Total:	371,799.91

Account Summary

Account Number	Account Name	Payment Amount
001-22160	SYVTBID Payable	32,697.50
001-22166	Long-Term Care Deducti	168.50
001-22416	Developer Deposit	9,876.25
001-22510	Park/Damage Charge	500.00
001-401-60710	Travel & Training	1,140.00
001-401-61130	Office Supplies	58.59
001-402-60650	Membership & Publicati	350.00
001-403-60520	Advertising - Legal	364.17
001-403-61130	Office Supplies	46.54
001-404-60840	Contract Services-Legal	18,323.70
001-410-60014	Emergency Operations	50.62
001-410-60015	Animal Control	9,837.25
001-410-60022	Recruitment Expense	20.00
001-410-60310	Equipment Rental	725.19
001-410-60650	Membership & Publicati	182.35
001-410-60800	Contract Services	150.48
001-410-60900	Miscellaneous/CalPERS	195.64
001-410-61130	Office Supplies	624.08
001-410-61241	Utilities - Electric	567.26
001-410-61292	Internet Access/ Websit	601.71
001-410-67705	Telephone	386.15
001-410-67790	Visitors Bureau	33,333.33
001-420-60710	Travel & Training	40.00
001-420-61130	Office Supplies	258.82
001-420-72100	Office Equipment	258.59
001-44250	Miscellaneous	-653.95
001-501-60800	Contract Services	143,162.56
001-501-60810	Contract Services - Fire	50,538.00
001-501-61241	Utilities - Electric	187.09
001-510-61230	Utilities - Gas	51.38
001-510-61241	Utilities - Electric	196.58
001-511-60210	Computer Maint & Soft	155.88
001-511-60250	Maintenance/Repair	141.58
001-511-60310	Equipment Rental	149.77
001-511-60510	Advertising	419.52
001-511-60800	Contract Services	503.00
001-511-61130	Office Supplies	407.78
001-511-61280	Fuel-Vehicles	93.19
001-511-61290	Telephone/Internet	213.30
001-511-67135	Buellton Rec Program Tr	1,772.05
001-511-67140	Buellton Recreation Pro	3,402.28
001-550-61241	Utilities - Electric	5,139.28
001-552-60255	Maintenance/Repair-Gol	61.19
001-552-60258	Maintenance/Repair-Riv	49.74
001-552-60800	Contract Services	1,945.37
001-552-61140	Operational Supplies	21.69
001-552-61211	Utilities - Water	1,136.36
001-552-61241	Utilities - Electric	482.99

Account Summary

Account Number	Account Name	Payment Amount
001-556-61241	Utilities - Electric	83.60
001-558-60250	Maintenance / Repair	365.03
001-558-60270	Maintenance - Vehicles	395.00
001-558-60560	Signs	420.23
001-558-60800	Contract Services	925.03
001-558-61127	Tools	150.26
001-558-61130	Office Supplies	208.95
001-558-61131	Postage	24.70
001-558-61140	Operational Supplies	377.47
001-558-67600	Safety Equipment	13.41
001-558-67705	Telephone	134.04
001-558-74100	Improvements	675.00
001-565-60210	Computer Maintenance	407.88
001-565-60310	Equipment Rental	482.34
001-565-60710	Travel & Training	19.99
001-565-60800	Contract Services	942.23
001-565-60900	Miscellaneous	381.50
001-565-61241	Utilities - Electric	215.56
001-565-67705	Telephone	400.66
005-701-60210	Computer Maintenance	236.01
005-701-60250	Maintenance / Repair	1,384.60
005-701-60270	Maintenance - Vehicles	366.42
005-701-60710	Travel & Training	265.70
005-701-60800	Contract Services	13,474.33
005-701-61111	Chemicals / Analysis	1,558.72
005-701-61127	Tools	125.29
005-701-61130	Office Supplies	20.97
005-701-61140	Operational Supplies	170.31
005-701-61241	Utilities - Electric	7,353.37
005-701-67600	Safety Equipment	200.00
005-701-67705	Telephone	679.17
020-601-60250	Maintenance / Repair	1,852.36
020-601-60270	Maintenance - Vehicles	295.00
020-601-60800	Contract Services	1,499.87
020-601-61111	Chemicals / Analysis	2,796.94
020-601-61127	Tools	114.22
020-601-61140	Operational Supplies	77.84
020-601-61241	Utilities - Electric	9,510.02
020-601-67705	Telephone	633.38
025-557-60800	Contract Services	562.50
027-559-67445	Lompoc- Wine Country	1,666.66
	Grand Total:	371,799.91

Project Account Summary

Project Account Key	Payment Amount	
None	360,784.25	
54005-040	256.00	
54010-040	883.41	
80000-070	830.00	
90010-070	1,997.50	
90021-070	2,260.00	
90037-070	1,687.50	
90049-070	2,311.25	
90050-070	790.00	
	Grand Total:	371,799.91



UBPKT01131 - Refunds 01 UBPKT01129 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
04-11500-003	PEREZ, MARIA ISABEL	5/25/2018	36350	89.75			89.75	Generated From Billing
04-13600-001	GUZMAN, JEAN CARLO	5/25/2018	36351	13.32			13.32	Generated From Billing
04-18700-001	BORCHERS, JOSEPH M	5/25/2018	36352	89.75			89.75	Generated From Billing
06-03400-003	RALPH PARTNERS II LLC.	5/25/2018	36353	34.11			34.11	Generated From Billing
Total Refunds: 4			Total Refunded Amount:	226.93				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	226.93
Revenue Total:	226.93

General Ledger Distribution

Posting Date: 05/25/2018

Account Number	Account Name	Posting Amount	IFT
Fund: 020 - WATER FUND			
020-10000	Claim On Pooled Cash	-226.93	Yes
020-22420	Unapplied Credits	226.93	
020 Total:		0.00	
Fund: 999 - POOLED CASH			
999-10001	Pooled Cash - General Checking	-226.93	
999-27000	Due To Other Funds	226.93	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: June 14, 2018

Subject: Resolution No. 18-15 – “A Resolution of the City Council of the City of Buellton, California, Acknowledging the Receipt of and Ordering the Filing of the Annual Statement of Investment Policy for Fiscal Year 2018-19 with the City Council”

BACKGROUND

California Government Code section 53646(a)(2) previously required the annual filing of a Statement of Investment Policy with the State Controller’s Office. The law has now been revised to state that the policy “may” be filed annually.

The City of Buellton Investment Policy is attached for filing under Resolution No. 18-15 and Exhibit A. The basic premise underlying the City’s Investment Policy is to insure that money is always safe and available when needed. The objective of this Policy is to accurately monitor and forecast expenditures and revenues through daily projected cash flow analysis to enable investment of funds to the fullest extent possible. The City’s Investment Portfolio as of May 2018 is shown in the following table:

FISCAL IMPACT

	Percent of Portfolio	Yield	Maturity	Par Value
Local Agency Investment Fund - LAIF	88.56%	1.71%	n/a	\$ 8,186,378.49
Certificates of Deposits (Held with Morgan Stanley)				
Wells Fargo Bank NA	2.69%	2.25%	8/16/2022	249,000.00
Goldman Sachs Bank	2.16%	2.75%	5/11/2020	200,000.00
City National Bank	1.11%	2.20%	5/24/2019	\$ 103,000.00
Certificates of Deposits (Held with Multi-Securities Bank)				
Morgan Stanley Bank	1.08%	2.90%	5/10/2021	100,000.00
JPMorgan Chase Bank	1.08%	3.05%	5/16/2022	100,000.00
Sallie Mae Bank	1.08%	3.20%	5/9/2023	100,000.00
Money Market (Held with Rabobank)	2.23%	0.20%	n/a	205,921.07
Total City Investments	100.00%	3.65%		\$ 9,244,299.56

The filing of the agenda item will not have any fiscal impact on the City.

RECOMMENDATION

That the City Council consider adoption of Resolution No. 18-15 - “A Resolution of the City Council of the City of Buellton, California, Acknowledging the Receipt of and Ordering the Filing of the Annual Statement of Investment Policy for Fiscal Year 2018-19 with the City Council”

ATTACHMENTS

Resolution No. 18-15 (Exhibit A)

RESOLUTION NO. 18-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, ACKNOWLEDGING THE RECEIPT OF AND ORDERING THE FILING OF THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2018-19 WITH THE CITY COUNCIL

WHEREAS, Section 53646(a)(2) of the California Government Code states that an annual Statement of Investment Policy may be filed by local agencies; and

WHEREAS, the Finance Director of the City of Buellton declares the annual Statement of Investment Policy to be as set forth in Exhibit “A” attached hereto; and

WHEREAS, all legal prerequisites have occurred prior to the adoption of this Resolution.

NOW, THEREFORE, THE CITY COUNCIL DOES RESOLVE, DECLARE, DETERMINE, AND REQUEST AS FOLLOWS:

SECTION 1. The City Council hereby finds that the above recitations are true and correct and, accordingly, are incorporated as a material part of this Resolution.

SECTION 2. The annual Statement of Investment Policy for the City of Buellton has been prepared and filed by the City Finance Director and presented to the City Council for the Fiscal Year 2018-19 in compliance with Section 53646(a)(2) of the California Government Code.

SECTION 3. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 14th day of June, 2018.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk

CITY OF BUELLTON

STATEMENT OF INVESTMENT POLICY

PURPOSE

This Statement is intended to provide guidelines for the prudent investment of the City’s temporary idle cash, and outlines the policies for maximizing the efficiency of the City’s cash management system. The ultimate goal is to enhance the economic status of the City while protecting its pooled cash.

OBJECTIVE

The City’s cash management system is designed to accurately monitor and forecast expenditures and revenues, thus enabling the City to invest funds to the fullest extent possible. The City attempts to obtain the highest yield obtainable as long as investments meet the criteria established for safety and liquidity. Yield shall become a consideration only after the basic requirements of safety and liquidity have been met.

POLICY

The City of Buellton operates its temporary pooled idle cash investments under the “Prudent Investor Standard” (Government Code Section 53600.3). The Prudent Investor Standard states, in essence, that in investing or managing property for the benefit of another, a trustee shall exercise the judgment and care, under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency. This affords the City a broad spectrum of investment opportunities as long as the investment is deemed prudent and permissible under applicable law including Government Code Section 53600 et seq.

Investments may be made in the following media:

- Securities of the United States Government, or its agencies
- Certificate of Deposit (or time deposits) placed with commercial banks and/or savings and loan companies
- Negotiable Certificates of Deposit
- Commercial Paper
- Money Market funds rated “AAAm” or AAAM-G” or better by Standard & Poor’s Corporation
- Local Agency Investment Fund (State Pool) Demand and Deposits
- Repurchase Agreements (Repos)

Criteria for selecting investments and the order of priority are:

1. **Safety**: The safety and risk associated with an investment refer to the potential loss of principal, interest or a combination of these amounts. The City only operates in those investments that are considered very safe.
2. **Liquidity**: This refers to the ability to “cash in” at any moment in time with a minimal chance of losing some portion of principal or interest. Liquidity is an important investment quality especially when the unexpected need for funds occurs.
3. **Yield**: Yield is the potential dollar earnings an investment can provide, and sometimes is described as the rate of return.

SAFEKEEPING

Securities purchased from brokers/dealers will be held in third party safekeeping by the trust department of Rabobank or other designated third party trust, in the name of the City of Buellton.

INVESTMENT OBJECTIVE

The cash management system of the City of Buellton is designed to accurately monitor and forecast expenditures and revenues, thus insuring the investment of monies to the fullest extent possible. Attempts are made to obtain the highest interest yields possible as long as investments meet the criteria required for safety and liquidity.

MONTHLY REPORTS

The City Finance Director, as the investment officer, is to submit monthly reports to the local governing body to demonstrate that sufficient cash flow liquidity is available to meet the succeeding month's estimated expenditures. In addition, a monthly report of investments with a maturity greater than one year from the date of purchase will be submitted to the local governing body.

CITY CONSTRAINTS

Buellton strives to maintain the level of investment of all idle funds, as near 100 percent as possible, through daily and projected cash flow determinations. Idle cash management and investment transactions are the responsibility of the City Finance Director. The basic premise underlying the City's investment philosophy is, and will continue to be, to insure that money is always safe and available when needed.

DEPOSITORIES

The Finance Director will establish selection criteria for pre-approval of institutions with which to do business. To qualify for selection, an institution must have an office in California. A written listing of approved institutions will be maintained by the Finance Director.

BROKER/DEALERS

To provide for the optimum yield in the investment of the City's funds, the City's investment procedures shall be designed to encourage competitive bidding on transactions from approved brokers/dealers. In order to be approved by the City, the dealer must be a primary dealer reporting to the New York Federal Reserve, unless a comprehensive credit and capitalization analysis reveals that the firm is adequately financed to conduct public business; the dealer must be experienced in institutional trading practices and familiar with the California Government Code as related to investments; and other criteria as may be established in the investment procedures.

The Finance Director will periodically conduct a credit analysis of each financial institution and securities broker/dealer to determine the financial condition of such agency and reduce the risk of default.

LIMIT ON TERM TO MATURITY

The City Finance Director or his/her representative is not to invest any City monies in investments allowed under this policy that have a term remaining to maturity in excess of five years from the date of investment, unless the City Council has granted express authority to make such investment. The City Finance Director must request authority from the legislative body three months prior to the date of investment.

SAFEKEEPING AND CUSTODY

To protect against potential fraud and embezzlement, the assets of the City shall be secured through third-party custody and safekeeping procedures. The Finance Director shall be bonded to protect the public against possible embezzlement and malfeasance. Safekeeping procedures shall be reviewed annually by the independent auditor and any irregularities noted should be reported promptly to the City Manager and the City Council.

PERFORMANCE EVALUATION AND OPERATIONS AUDIT

The monthly investment reports submitted to the City Council shall contain sufficient information to permit an independent organization to evaluate the performance of the investment program.

ETHICS

All persons authorized to place or approve investments shall report annually on Form 700 of the Fair Political Practices Commission all required economic interests for that year.

ANNUAL REVIEW

This Statement of Investment Policy is to be submitted to the City Council annually for review and approval. It is to continue to serve as the basis for the responsibilities and actions taken by the City Finance Director relative to the investment of the City's idle funds.

(End)

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: June 14, 2018

Subject: Resolution No. 18-16 – “A Resolution of the City Council of the City of Buellton, California, Establishing an Appropriation Limit for Fiscal Year 2018-19”

BACKGROUND

In 1979, the voters of the State of California passed Proposition 4, the “Gann Initiative”, which added Article XIII-B to the State Constitution. This Article provides that the City’s annual appropriations be subject to certain State limitations based upon budgeted appropriations for Fiscal Year 1978-79 and adjusted annually for changes in population and cost of living or personal income. New legislation under Proposition 98 and 111 modified the original provisions of the law, allowing exemptions for qualified capital projects and adjustment factor changes.

The limitation for Fiscal Year 2018-19 is \$12,018,978. The Gann spending limitation is calculated by taking the prior year’s limitation of \$11,170,148 and adjusting it by the growth factor in the California Per Capita Personal Income and the change in the population within the City of Buellton. The appropriations subject to the limit is \$6,825,868 which is under than the appropriation limit by \$5,193,109.

Therefore, the City of Buellton is in compliance with Article XIII-B of the California Constitution for Fiscal Year 2018-19. The Article XIII-B is not a restricting factor for the City of Buellton due to the combination of modest population growth and continued General Fund spending on qualified capital projects. These factors will continue to be monitored annually and if the use of alternative growth factors as authorized by Proposition 111 would result in a more advantageous appropriation limit, staff will revise the appropriations limit.

Under Government Code section 7910, documentation used in the determination of the appropriations limit is available to the public upon request.

FISCAL IMPACT

There will be no fiscal impact to the City because appropriations are below the limit.

RECOMMENDATION

That the City Council consider adoption of Resolution No. 18-16 – “A Resolution of the City Council of the City of Buellton, California, Establishing an Appropriation Limit for Fiscal Year 2018-19”

ATTACHMENTS

Resolution No. 18-16 (Exhibit A)
Attachment 1 - Letter dated May 2018 from California Department of Finance

RESOLUTION NO. 18-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, ESTABLISHING AN APPROPRIATION LIMIT FOR FISCAL YEAR 2018-19

WHEREAS, Article XIII-B of the California Constitution provides that the total annual appropriations limit of this City shall not exceed the appropriations limit for the prior year, except as adjusted for changes in the cost of living or personal income and population, or as otherwise provided for in said Article XIII-B and implementing State statutes; and

WHEREAS, pursuant to said Article XIII-B of said California Constitution, the City is required to set its appropriation limit for each fiscal year, and has made available to the public the documentation used in the determination of said appropriation limit; and

WHEREAS, in 1990, the voters of California adopted Proposition 111 which amended Article XIII-B of the California Constitution; and

WHEREAS, among the changes implemented by Proposition 111 are adjustments to the growth factors used to calculate the annual appropriation limit; and

WHEREAS, Proposition 111 established Fiscal Year 1986-87 as the base year for calculating the annual Appropriation Limit and permits the City to re-establish the annual Appropriation Limit for all succeeding years based upon the new growth factors; and

WHEREAS, a resolution establishing the annual appropriations limit is to be adopted at a regularly scheduled meeting of the City Council; and

WHEREAS, all legal prerequisites have occurred prior to the adoption of this Resolution.

NOW, THEREFORE, THE CITY COUNCIL DOES RESOLVE, DECLARE, DETERMINE, AND REQUEST AS FOLLOWS:

SECTION 1. The City Council hereby finds that the above recitations are true and correct and, accordingly, are incorporated as a material part of this Resolution.

SECTION 2. The Council of the City of Buellton elects to use the change in California per capita income as the cost of living adjustment factor and the annual population change for the City of Buellton as the population adjustment.

SECTION 3. The appropriation limit is amended for Fiscal Year 2018-19 and is hereby set forth as Exhibit "A" in the amount of \$12,018,978.

SECTION 4. The City reserves the right to adjust or amend the appropriations limit based upon the use of alternative growth factors as authorized by Proposition 111 if such changes or revisions would result in a more advantageous appropriation limit, now or in the future.

SECTION 5. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 14th day of June, 2018.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk

EXHIBIT “A”

CITY OF BUELLTON
Calculation Using Per Capita Personal Income and Population Change
Annual Appropriations Subject to Gann Limit
Fiscal Year 2018-19

Appropriations Subject to Limitation

Fiscal year 2018-19 adopted revenues	\$8,511,033
Less:	
Non-proceeds of tax	(1,685,165)
Qualified Capital Outlay	
Plus:	
User-fees in excess of costs	-
	<hr/>
Total Appropriations Subject to limitation	<u>\$6,825,868</u>

Appropriations Limit

Fiscal year 2017-18 appropriation limit, adopted	\$ 11,170,148
A. California per Capita adjustment	1.0367
B. Population adjustment	<u>1.0379</u>
Change factor (A X B)	1.0759
Increase in appropriation limit	<u>\$ 848,830</u>
Fiscal year 2018-19 appropriation limit	<u>\$12,018,978</u>



DEPARTMENT OF
FINANCE
OFFICE OF THE DIRECTOR

EDMUND G. BROWN JR. • GOVERNOR
STATE CAPITOL ■ ROOM 1145 ■ SACRAMENTO CA ■ 95814-4998 ■ WWW.DOF.CA.GOV

May 2018

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2018, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2018-19. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2018-19 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2018.**

Please Note: The prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

MICHAEL COHEN
Director
By:

AMY M. COSTA
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2018-19 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2018-19	3.67

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2018-19 appropriation limit.

2018-19:

Per Capita Cost of Living Change = 3.67 percent
 Population Change = 0.78 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.67 + 100}{100} = 1.0367$

Population converted to a ratio: $\frac{0.78 + 100}{100} = 1.0078$

Calculation of factor for FY 2018-19: $1.0367 \times 1.0078 = 1.0448$

Fiscal Year 2018-19

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2017 to January 1, 2018 and Total Population, January 1, 2018

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total</u>
	2017-2018	1-1-17	1-1-18	1-1-2018
Santa Barbara				
Buellton	3.79	5,098	5,291	5,291
Carpinteria	0.05	13,697	13,704	13,704
Goleta	1.03	31,622	31,949	31,949
Guadalupe	3.58	7,341	7,604	7,604
Lompoc	-0.11	41,106	41,059	43,599
Santa Barbara	0.60	94,224	94,787	94,807
Santa Maria	0.46	107,978	108,470	108,470
Solvang	2.09	5,653	5,771	5,771
Unincorporated	1.38	137,325	139,214	142,262
County Total	0.86	444,044	447,849	453,457

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

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: Linda Reid, City Clerk

Meeting Date: June 14, 2018

Subject: Biennial Review of Conflict of Interest Code

BACKGROUND

The Political Reform Act requires every local government agency to review its conflict of interest code biennially to determine if it is accurate or, alternatively, that the code must be amended. Once the determination has been made, a notice must be submitted to the code reviewing body no later than October 1 of even-numbered years.

The City Council is the code reviewing body for City agencies. Therefore, the City Council must notify each City agency to review its code and submit a notice to the City Council that either amendments are required or that no amendments are necessary. Notices must be submitted to the City Council by October 1, 2018.

To facilitate this process, I have prepared the attached memorandum to the affected City agencies indicating the requirement for the review.

FISCAL IMPACT

This agenda item in itself will not have any fiscal impact on the City.

RECOMMENDATION

That the City Council direct the City Manager on its behalf to notify each City agency of the requirement to review its Conflict of Interest Code and submit the 2018 Local Agency Biennial Notice to the City Council that either amendments are required or that no amendments are necessary.

ATTACHMENT

Attachment 1 - Memorandum dated June 14, 2018 to Affected Agencies

2018 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2018**, or by the date specified by your agency, if earlier, to:

(*PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE*)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

CITY OF BUELLTON
City Council Agenda Staff Report

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

To: Honorable Mayor and City Council
From: Rose Hess, Public Works Director
Meeting Date: June 14, 2018
Subject: Reduction of Bond for Crossroads Development

BACKGROUND

In 2015, the first permit for construction was issued for the Crossroads Commercial Development, which is located at northeast section of McMurray Road and Highway 246. The project consists of grading, storm drain, sewer, water, sidewalk, road (McMurray widening and Valley Vineyard Circle), and full site improvements and construction of a commercial center. Improvements consisted of both on-site and off-site improvements.

As a condition of approval for the development of the site, improvement bonds associated with the development were posted with the City prior to construction. The improvements requiring bonding were segregated by on-site and off-site improvements.

The developer has requested a reduction of the bond posted for the improvements. Staff has reviewed the documentation and has determined that the off-site improvement bond may be reduced. The bond shall be reduced from \$2,606,325.30 to \$518,603.36.

Bond No.	Purpose of Bond	Original Amount	Proposed Amount
390324S	Off-Site Improvements	\$2,606,325.30	\$518,603.36

FISCAL IMPACT

Approval of the reduction of bond for the Crossroads Development's off-site improvements will not cause any fiscal impact to the City.

RECOMMENDATION

That the City Council authorize the reduction of Bond Number 390324S for the Crossroads Development project's off-site improvements from the amount of \$2,606,325.30 to \$518,603.36.

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: Rose Hess, Public Works Director

Meeting Date: June 14, 2018

Subject: Resolution No. 18-10 – “A Resolution of the City Council of the City of Buellton, California, Regarding the Commitments and Publishing the Report Required by Central Coast Water Authority Resolution Nos. 92-02 and 92-11”

BACKGROUND

On January 23, 1992, the Central Coast Water Authority (CCWA) Board of Directors approved CCWA Resolution No. 92-2, which formally approved construction of the Mission Hills and Santa Ynez Extensions and associated facilities. Resolution No. 92-2 included the following:

“CCWA adopts the following conditions of approval for the project. With the adoption of these conditions, CCWA finds that the environmental impacts of the project associated with the potential for growth inducement are insignificant:

1. The Santa Ynez Extension and Mission Hills Extension Mitigation Monitoring Program shall be implemented and enforced throughout the project construction and operation, unless modified after appropriate California Environmental Quality Act (CEQA) review and approval by CCWA.
2. The Santa Maria Valley Water Treatment Plant Mitigation Monitoring Program shall be implemented and enforced through the project construction and operation, unless modified after appropriate CEQA review and approval by CCWA.
3. CCWA shall require each Water Supply Agreement contractor to commit, prior to the contractor’s use of project water, that the water supplied to the contractor by the project will be used first to offset the contractor’s proportionate share of groundwater basin overdraft, if any, and to improve water quality for its customers, if appropriate, before being made available for other purposes. Such a commitment can be manifested in a number of different ways, including but not limited to adoption of an ordinance or resolution or adoption of a water management plan or program which brings groundwater supply and demand into balance.”

On February 27, 1992, the CCWA Board of Directors adopted Resolution No. 92-11, which complied with the terms of a Settlement Agreement between CCWA and two local organizations, which had threatened to institute litigation concerning the CCWA's compliance with CEQA in connection with the project. Resolution No. 92-11 added a new Condition #4 to the above-stated three conditions of approval:

4. "Each contractor shall commit to prepare and shall publish a report on its annual and long term water supply, beginning in the year that State Water Project (SWP) water first is delivered and annually thereafter for so long as the contractor continues to receive SWP water. This report shall include a calculation which quantifies, over the time period of the contractor's water management plan or the report, whichever is longer: (1) the obligation to offset groundwater overdraft and improve water quality, if any, set forth in the prior condition; and (2) reasonable estimates of total supplies available to the contractor, including but not limited to local supplies and the contractor's prediction regarding SWP urban delivery capacity, determined from State Department of Water Resources (DWR) operations studies. The report shall also include a calculation of the available water supply for the ensuing year and the amount of SWP water necessary to fulfill the contractor's obligations as set forth in Condition 3. The report shall contain sufficient information to monitor compliance with Condition No. 3 above. This report shall be presented for adoption to the contractor's Board of Directors at a public hearing. The report shall be distributed at local libraries and at each contractor's office and shall be available for public review at least 30 days prior to the Board hearing".

Condition No. 3 requires that a commitment be made with regard to use of SWP water. Condition No. 4 requires that annual reports be prepared concerning certain matters relating to water supply and demand, beginning with the year that SWP water first is delivered and thereafter for so long as SWP water is received.

In view of the above requirements, we have prepared the appropriate Resolution, which complies with the requirements of said Condition Nos. 3 and No. 4. Resolution No. 18-10 adopts the annual report, attached to Resolution No. 18-10 as Exhibit "A", regarding the City's long term water supply.

FISCAL IMPACT

The fiscal impact to the City will be the publication costs of the annual report and the staff time required to prepare said report.

RECOMMENDATION

That the City Council consider the adoption of Resolution No. 18-10 - “A Resolution of the City Council of the City of Buellton, California, Regarding the Commitments and Publishing the Report Required by Central Coast Water Authority Resolution Nos. 92-02 and 92-11”

ATTACHMENTS

Resolution No. 18-10 (with Exhibit A - Water Supply Report 2018)

RESOLUTION NO. 18-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, REGARDING THE COMMITMENTS AND PUBLISHING THE REPORT REQUIRED BY CENTRAL COAST WATER AUTHORITY RESOLUTION NOS. 92-02 AND 92-11

I. THE CITY COUNCIL OF THE CITY OF BUELLTON DOES HEREBY FIND AND DETERMINE AS FOLLOWS:

- A. The City of Buellton (“City”) has a Water Supply Agreement with the Central Coast Water Authority (“Authority”); and
- B. One of the conditions of approval of the Santa Ynez and Mission Hills Extensions to the Coastal Branch Phase II of the State Water Project as found in Central Coast Water Authority Resolutions 92-2 and 92-11 requires the following commitments:
 - 1. Prior to the City’s use of State Water Project water, the City will commit that the use of that water will be used first to offset the contractor’s proportionate share of groundwater basin overdraft, if any, and to improve water quality for its customers, if appropriate, before being made available for other purposes.
 - 2. Beginning in the year that State Water Project water is first delivered and annually thereafter, the City will commit to prepare and publish an annual report on its long-term water supply. This report shall include a calculation which quantifies:
 - (a) the obligation to offset groundwater overdraft and improve water quality, if any, set forth in the prior condition; and
 - (b) reasonable estimates of total supplies available to the City, including but not limited to local supplies and the contractor’s prediction regarding State Water Project urban delivery capacity, determined from State Department of Water Resources (DWR) operations studies; and
 - (c) the available water supply for the ensuing year and the amount of State Water Project water necessary to fulfill the contractor’s obligations; and
 - (d) sufficient information to monitor compliance; and

C. This resolution has been presented for adoption to the City Council of the City of Buellton at a public hearing and the Annual Long-Term Water Supply Report (“Report”) attached as Exhibit “A” to this Resolution has been distributed to local libraries and City Hall for public review for a period of time in excess of 30 days prior to the hearing.

II. NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUELLTON DOES HEREBY RESOLVE AS FOLLOWS:

A. The City Council of the City of Buellton (“City”) hereby commits to using State Water Project water, which it receives to first offset the City’s proportionate share of groundwater basin overdraft, if any, and to improve water quality for its consumers, if appropriate, before making such water available for other purposes.

B. The City Council of the City hereby adopts the Annual Long-Term Water Supply Report (“Report”) attached as Exhibit “A” to this Resolution.

C. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, and ADOPTED this 14th day of June 2018.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk



ANNUAL WATER SUPPLY REPORT

June 2018

Prepared by:
Rose Hess

1.0 Introduction

The City of Buellton’s water is supplied by Groundwater and supplemented by State Water Project. The Groundwater is supplied from the Buellton Uplands Groundwater Basin and the Santa Ynez River Underflow. The groundwater sources are shown in Figure 1 (identified as Zone D and Zone A).

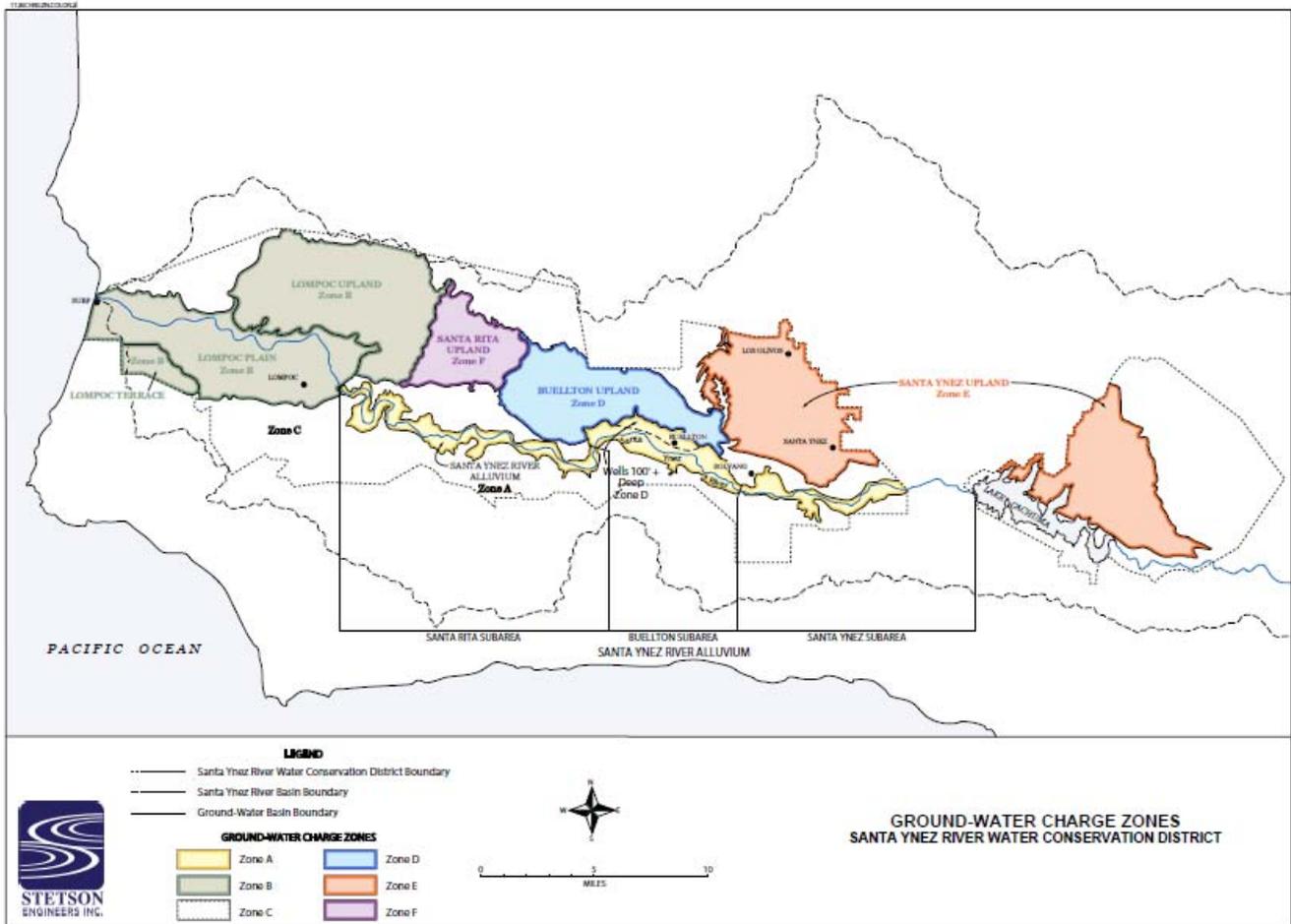


Figure 1. Groundwater Basins

The City currently has four (4) wells as part of the water supply system: three (3) shallow wells in the Santa Ynez Underflow and one (1) in the Buellton Uplands. The City also has a 5th well, located in the Santa Ynez Underflow. However, this well is used purely for irrigation purposes for the Zaca Creek Golf Course.

The City is also a participant of the State Water Project through the Central Coast Water Authority (CCWA).

CCWA owns and operates water treatment facilities and pipeline that delivers water from the State Water Project to the project participants in Santa Barbara and San Luis Obispo Counties. Buellton has one (1) turn-out from the CCWA pipeline that delivers water directly to the City's distribution system. Figure 2 provides a general exhibit of the State Water line.



Figure 2. State Water Project

2.0 Production

The City has two water treatment facilities. The McMurray Water Treatment Plant treats water pumped from the three wells in the Santa Ynez River Underflow. The City’s permit to draw from the Santa Ynez River Underflow is currently 1385 acre-feet per year. The City’s 246 Water Treatment Plant treats water pumped from one well in the Buellton Uplands. There are currently no permit restrictions on pumping from the Buellton Uplands. During normal and wet years, the primary wells utilized are in the Santa Ynez River Underflow. During dry/drought years, the primary well utilized is in the Buellton Uplands. Table 1 shows the total production for each source by month.

The City’s State Water Project allocation is 578 acre-feet. In January 2017, the Department of Water Resources (DWR) notified its contractors that the deliveries would be reduced to 60% of the allocations. In April 2017, the allocation raised to 85%. While the City continued to promote conservation, the rains during 2017 presented an unique situation in which all State Water Project participants would lose Project water due to overflow in the San Luis Reservoir. With this scenario, the City reduced its water production from the Buellton Uplands and increased the usage of State Water Project, as reflected in Table 1.

In 2017, the City produced 845.2 acre-feet of water (approximately 275,400,000 gallons) from its groundwater supply. Total water supply produced/received in 2017 (groundwater plus State Water Project) was 1222.5 acre-feet (approximately 398,352,778 gallons).

With the 2017 population of 5098, the water produced on an average daily basis was 214 gallons/day/capita.

Table 1. Water Production 2017

	Buellton Uplands	Santa Ynez River Underflow	State Water Project	Total 2017
Production Amounts (AF)	272.8	572.4	377.3	1222.5

3.0 Supply

The City of Buellton’s water is supplied by Groundwater and supplemented by State Water Project. The City’s groundwater basins are informally managed by the Santa Ynez River Water Conservation District. Formed in 1939 for the primary purpose of protecting water rights on the lower Santa Ynez River, the District has overseen the groundwater basins from Santa Ynez to Lompoc (as shown in Figure 1, page 1). The District provides an annual report summarizing the groundwater production and charges and a status of groundwater and surface water supplies.

In May 2018, the Santa Ynez River Water Conservation District published its 39th Engineering and Survey Report on Water Supply Conditions. This report summarizes the conditions of supply and basin storage, particularly during Spring which provides the best direct indication of the groundwater conditions during the past year. The 2 monitoring wells within the City of Buellton reflecting the Buellton Upland basin showed an increase of water level in the past year. Under normal water supply conditions, the Santa Ynez River Alluvium (Santa Ynez River Underflow) is replenished yearly. During extended drought periods, some shortages may occur, particularly in the Lompoc Basin area. During these times, a water rights release may occur from Lake Cachuma to provide replenishment. In the past year, the City did not experience any issues with shortages from its supply in the Santa Ynez River Underflow.

During normal conditions, both groundwater supply sources are in good condition and for planning purposes are equally utilized for production of water. Table 2 provides a summary of water supply reasonably available to the City during the Fiscal Year 2018 and for a cumulative long term period (5 years). Operationally, the City utilizes one of the two groundwater sources as the primary resource based on needs and efficiency. Due to permitting rights, the primary wells the City utilizes are in the Santa Ynez River Underflow during normal and wet years. However, during dry/drought years, the primary well utilized is in the Buellton Uplands.

Table 2. Water Supply Availability

	Buellton Uplands	Santa Ynez River Underflow	State Water Project	Total 2017
FY 2018 (AF)	1,000	1,385	578	2,963
Cumulative Long Term Projection (AF)	5,000	6,925	2,890	14,815

The following Table 3 is an estimate of the water demand anticipated during Fiscal Year 2018 and over the long term (5 year) period. These estimates are well within the Supply Available in Table 2.

Table 3. Water Demand Forecast – 5 Years

	Buellton Uplands	Santa Ynez River Underflow	Total 2017
FY 2018 (AF)	750	750	1,400
Cumulative Long Term Projection (AF)	3,750	3,750	7,000

On November 10, 2016, the City Approved Resolution No. 16-26, deciding to become a Groundwater Sustainability Agency with the Santa Ynez River Water Conservation District to pursuant to the Sustainable Groundwater Management Act (SGMA). This provides the organization of the Central Management Area and begins our SGMA compliance and formal groundwater management, further protecting the long term sustainability of the City’s groundwater basin supply. The Central Management Area is shown in Figure 3. During 2017, the Santa Ynez River Water Conservation District applied for a Department of Water Resources Grant to assist in funding the early SGMA studies required for completion. Local organization of the Central Management Area will continue in 2018.

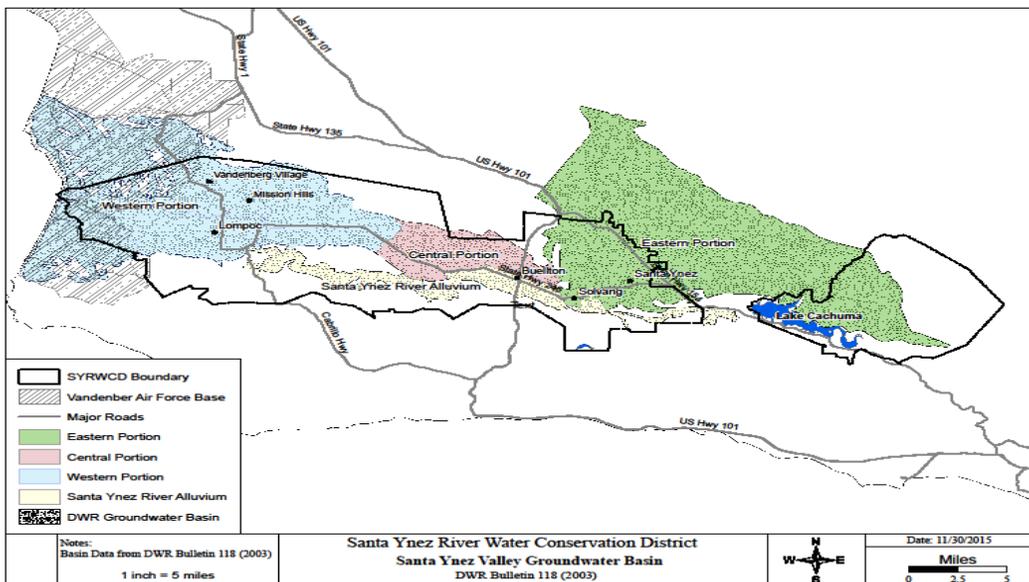


Figure 3. SGMA Basins

The City also utilizes State Water Project as part of its water supply. Buellton's State Water Project allocation is 578 acre-feet, but is subject to availability by the State. The City may utilize State Water Project water in lieu of (or in addition to) pumping from the Santa Ynez River Underflow or the Buellton Uplands. At this time, State Project Water is used to supplement the City's peak water demands or if any of the City's water facilities is under repair.

The rainy season has created an abundance of water available. During the early 2017 calendar year, the City started utilizing State Project Water due to availability of Article 21 Water (carryover water that is spilling, made available by DWR to all State Water Project Contractors that did not count against the 2017 year allocation). Article 21 Water was received through May 11, 2017.

Previously stored carryover water in the San Luis Reservoir began to spill in February 2017. The City participated in an exchange with Metropolitan Water District, facilitated through CCWA so that all water would not be lost in the spill. A final amount of 141 acre-feet of water was returned to the City between May – December 2017. The City's unused 2017 State Water Project allocation (~250 acre-feet) is carried over into the 2018 Water year.

4.0 Groundwater Replenishment/Recycled Water

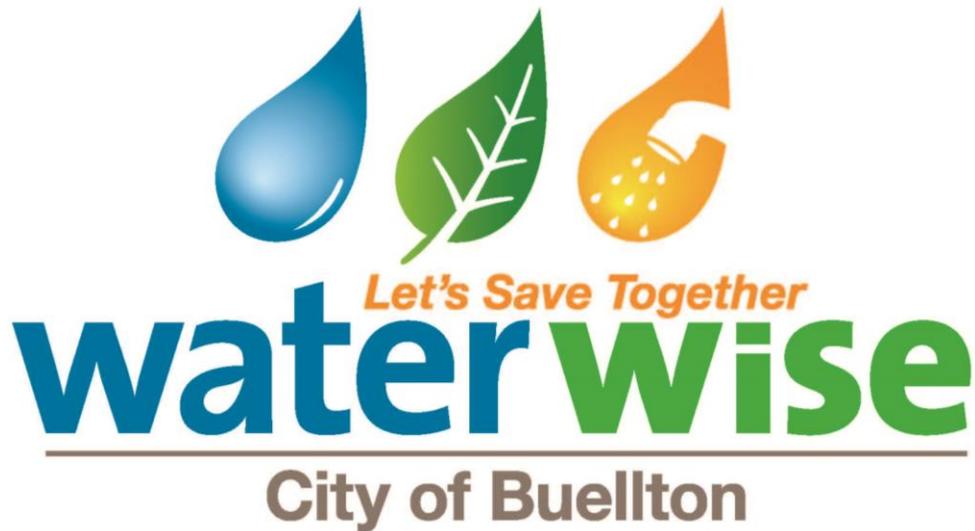
The City of Buellton's does contribute to the replenishment of the groundwater systems. The City's wastewater treatment plant currently discharges approximately 422,000 gallons of secondary treated effluent per day (2017 average) into infiltration basins. Specific studies on the extent of actual replenishment have not been conducted.

A Recycled Water Feasibility evaluation has been previously conducted by staff. At this time, the cost-benefit to construct the necessary plant improvements and city-wide infrastructure to treat, produce and deliver tertiary treated, Title 22 compliant effluent cannot be met. In addition, there is also a limited amount of potential users that could utilize the reclaimed water. While this option is not currently feasible, it will remain an option to review periodically as grant funding becomes available or if alternative opportunities surface.

5.0 Conservation

In 2014, the City of Buellton adopted Resolution 14-19, declaring a Stage Two Water Conservation Requirement. This is pursuant to the State Water Resource Control Board's regulations declaring a State of Emergency due to severe drought conditions. Residents and businesses are required to reduce water consumption and limit outdoor irrigation in order to meet these requirements.

In an effort to advocate water conservation, the City has implemented outreach programs in conjunction with Santa Barbara County and other local jurisdictions. This outreach can be recognized as:



Currently, the City provides water conservation shower heads free to residents and businesses. In addition, during 2017 the City Council provided local funds to re-establish the Cash-4-Grass rebate program.