



# CITY OF BUELLTON

## CITY COUNCIL AGENDA

**Regular Meeting of September 28, 2017 at 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.

### **CALL TO ORDER**

Mayor Holly Sierra

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

Council Members Dave King, Art Mercado, Foster Reif, Vice Mayor Ed Andrisek, 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 Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion.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 August 24, 2017 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2017-18**
- 3. Monthly Activity Report – Enterprise Funds through August 31, 2017**  
❖ (Staff Contact: Finance Director Shannel Zamora)

4. **Revenue and Expenditure Reports through June 30, 2017**  
❖ *(Staff Contact: Finance Director Shannel Zamora)*
5. **Revenue and Expenditure Reports through August 31, 2017**  
❖ *(Staff Contact: Finance Director Shannel Zamora)*
6. **Financial Report for Fourth Quarter Ending June 30, 2017**  
❖ *(Staff Contact: Finance Director Shannel Zamora)*
7. **Quarterly Report for April 1, 2017 through June 30, 2017 from Visit Santa Ynez Valley (VisitSYV)**  
❖ *(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)

8. **Santa Ynez Valley Union High School District Superintendent Scott Cory to Provide an Update Regarding the Measure K Bond Projects**
9. **Consideration of Appointment to the Planning Commission**  
❖ *(Staff Contact: City Manager Marc Bierdzinski)*
10. **Resolution No. 17-18 - “A Resolution of the City Council of the City of Buellton, California, Approving the First Amendment of the Water Supply Agreement Between the City of Buellton and Central Coast Water Authority (CCWA) and Approving the First Amendment of the Joint Exercise of Powers Agreement Creating CCWA”**  
❖ *(Staff Contact: City Attorney Steve McEwen)*

## CITY MANAGER’S REPORT

**CLOSED SESSION ITEMS**

**(POSSIBLE ACTION)**

- 11. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
**Initiation of litigation pursuant to Government Code Section 54956.9, subdivision**  
**(d)(4) (one case)**

**ADJOURNMENT**

The next meeting of the City Council will be held on Thursday, October 12, 2017 at 6:00 p.m.

# **CITY OF BUELLTON**

## **CITY COUNCIL MEETING MINUTES**

**Regular Meeting of August 24, 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, Art Mercado, Foster Reif, Vice Mayor Ed Andrisek, and Mayor Holly Sierra

**Staff:** City Manager Marc Bierzinski, Finance Director Shannel Zamora, Public Works Director Rose Hess, City Attorney Steve McEwen (Via Telephone), Lt. Shawn O’Grady, and City Clerk Linda Reid

### **PUBLIC COMMENTS**

None

### **CONSENT CALENDAR**

Council Member Reif requested and the Council agreed by consensus to pull Item Nos. 3 and 5 for discussion.

- 1. Minutes of August 10, 2017 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2017-18**
- 4. Monthly Treasurer’s Report through July 31, 2017**
- 6. Resolution No. 17-15 – “A Resolution of the City Council of the City of Buellton, California, Approving the Compensation Policy for Part-Time Employees of the City of Buellton”**

**MOTION:**

Motion by Council Member King, seconded by Vice Mayor Andrisek approving Consent Calendar Items 1, 2, 4, and 6 as listed.

**VOTE:**

Motion passed by a roll call vote of 5-0.

Council Member King – Yes

Council Member Mercado – Yes

Council Member Reif – Yes

Vice Mayor Andrisek - Yes

Mayor Sierra – Yes

**3. Monthly Activity Report – Enterprise Funds through July 31, 2017**

Council Member Reif requested an historical summary of the Enterprise Funds.

**5. Revenue and Expenditure Reports through July 31, 2017**

**MOTION:**

Motion by Council Member Reif, seconded by Council Member King approving Consent Calendar Items 3 and 5 as listed.

**VOTE:**

Motion passed by a roll call vote of 5-0.

Council Member King – Yes

Council Member Mercado – Yes

Council Member Reif – Yes

Vice Mayor Andrisek - Yes

Mayor Sierra – Yes

**PRESENTATIONS**

None

**PUBLIC HEARINGS**

None

**COUNCIL MEMBER COMMENTS/ITEMS**

Vice Mayor Andrisek asked when the RV Ordinance will be agendized for further discussion. City Manager Bierdzinski stated this item has been placed on the November 9 Council agenda.

Mayor Sierra announced that she and Vice Mayor Andrisek attended the SpaceX launch today at Vandenberg Air Force Base.

Mayor Sierra announced there is a box at City Hall to collect toiletries for the Santa Barbara County Veterans Stand Down 2017 scheduled for Saturday, October 21 from 9:00 a.m. to 1:00 p.m. at the Santa Maria Fairpark.

## **WRITTEN COMMUNICATIONS**

None

## **COMMITTEE REPORTS**

Council Member Reif announced that he attended the Buellton Chamber of Commerce Board of Director's meeting and provided an oral report regarding the meeting.

Council Member Reif announced he and Council Member Mercado attended the Water and Wastewater Ad Hoc Committee meeting today and provided an oral report for the record.

Mayor Sierra announced that she attended board meetings for Santa Barbara County Association of Governments (SBCAG) and Air Pollution Control District (APCD) and provided oral reports regarding the meetings.

## **BUSINESS ITEMS**

- 7. Resolution No. 17-16 – “A Resolution of the City Council of the City of Buellton, California, Approving Fiscal Year 2017/18 and 2018/19 Biennial Budget Amendment to Include SB1 Compliance Requirements”**

### **RECOMMENDATION:**

That the City Council consider the adoption of Resolution No. 17-16.

### **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:

- Prevailing wage requirements
- The City must provide matching funds for the road improvements

### **MOTION:**

Motion by Council Member Reif, seconded by Council Member King approving Resolution No. 17-16 – “A Resolution of the City Council of the City of Buellton, California, Approving Fiscal Year 2017/18 and 2018/19 Biennial Budget Amendment to Include SB1 Compliance Requirements”

**VOTE:**

Motion passed by a roll call vote of 5-0.

Council Member King - Yes

Council Member Mercado - Yes

Council Member Reif - Yes

Vice Mayor Andrisek - Yes

Mayor Sierra - Yes

**8. Discussion and Possible Uses for the City Owned Property at 480 Central Avenue**

**RECOMMENDATION:**

That the City Council provide direction to staff regarding possible uses for the property located at 480 Central Avenue.

**STAFF REPORT:**

City Manager Bierdzinski presented the staff report.

**DOCUMENTS:**

Staff report with attachments as listed in the staff report.

**SPEAKERS/DISCUSSION:**

The City Council discussed possible uses for the property located at 480 Central Avenue.

Council Member Reif announced he had a previous engagement to attend and left the dais at 6:25 p.m.

**DIRECTION:**

The Council agreed by consensus to direct staff to work with Kosmont Companies to study potential uses for the property that include affordable housing, a civic building, a mixed use building, and a parking lot/garden and bring the findings back to Council for further discussion.

**CITY MANAGER’S REPORT**

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

**CLOSED SESSION ITEMS**

**9. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Initiation of litigation pursuant to Government Code Section 54956.9, subdivision (d)(4) (one case)**

The City Council did not meet in Closed Session and moved this item to the meeting of September 28.

**ADJOURNMENT**

Mayor Sierra adjourned the regular meeting at 6:40 p.m. The next regular meeting of the City Council will be held on Thursday, September 28, 2017 at 6:00 p.m. The regular meeting of September 14, 2017 has been cancelled.

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Holly Sierra  
Mayor

ATTEST:

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Linda Reid  
City Clerk

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 **September 28, 2017** Council Meeting.

Listed below is a brief summary of the attached claims:

EXHIBIT A *	A/P Packet #APPKT00575	143,613.02	
	A/P Packet # APPKT00570	132,536.98	
	A/P Packet # APPKT00567	20,242.90	
	A/P Packet #APPKT00565	231,920.88	
	A/P Packet #APPKT00562	298,788.26	
	Total A/P Packets:	\$827,102.04	(12 pages)
	Utility Packet #UBPKT00758	230.68	(1 page)
	Total Packets:	\$827,332.72	
EXHIBIT B		\$106,714.55	
Staff Payroll	8/18/2017	49,992.92	
CC Payroll	8/24/2017	1,887.22	
Staff Payroll	9/1/2017	42,095.01	
Staff Payroll	9/15/2017	41,302.02	
	Total Payroll:	\$135,277.17	
<b>TOTAL AMOUNT OF CLAIMS:</b>		<b>\$1,069,324.44</b>	

\* The A/P Packets above will be approved on Council Agenda date of 09/28/2017  
 Checks to be signed on 09/28/17 tie to A/P Packet #APPKT00575  
 Checks previously signed by staff to avoid late fees relate to:  
 A/P Packets # APPKT00562, APPKT00565, APPKT00567 and APPKT00570  
 Utility Packet # UBPKT00758

53 9/20/17

Payments via Electronic Fund Transfer (EFT):  
From 08/16/2017 through 09/18/2017

Payroll Tax - IRS	8/21/2017	10,689.68
Payroll Tax - EDD	8/21/2017	2,599.56
Bank Fee	8/21/2017	15.00
Bank Fee	8/23/2017	12.00
Payroll Tax - IRS	8/25/2017	96.42
Payroll Tax - EDD	8/25/2017	23.20
CalPERS - Classic	8/29/2017	12,448.76
CalPERS - PEPR	8/29/2017	4,137.05
CalPERS - Medical	8/29/2017	21,567.13
DCP-AUL	8/30/2017	12,067.73
Hasler	8/30/2017	900.00
Bank Fees	8/31/2017	112.70
CalPERS - GASB	8/31/2017	700.00
The Hartford	8/31/2017	493.69
Bank Fee	8/31/2017	12.00
Bank Fee	8/31/2017	15.00
Payroll Tax - IRS	9/5/2017	8,837.98
CalPERS - Classic	9/5/2017	6,218.52
Payroll Tax - EDD	9/5/2017	2,444.82
CalPERS - PEPR	9/5/2017	2,006.54
Payroll Tax - EDD	9/5/2017	1,645.77
AFLAC	9/14/2017	563.13
CalPERS - Classic	9/18/2017	6,178.22
Payroll Tax - EDD	9/18/2017	2,321.85
CalPERS - PEPR	9/18/2017	2,020.59
Payroll Tax - IRS	9/18/2017	8,587.21
<b>Total</b>		<b>106,714.55</b>



# Check Report - APPKT#'s 00562, 00565, 00567, 00570 and 00575

City of Buellton, CA

By Payment Number

Payment Dates 08/23/2017 - 09/19/2017

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35024	8/23/2017 0067094-IN	000019 8/16/2017 Misc Maint/Repair Items	AMERICAN INDUSTRIAL PIPE & SUPPLY	005-701-61140		113.32 113.32
35025	8/23/2017 INV0008059 INV0008059	000028 July 2017 Mats/Towels Service July 2017 Mats/Towels Service	ARAMARK UNIFORM SERVICES INC	001-558-60800 005-701-60800		516.45 413.16 103.29
35026	8/23/2017 17026.00-0000005	000035 6/16-7/15/2017 Prof Srvcs - Ave/Flags	ASSOC TRANSPORTATION ENGINEERS	001-565-60830		2092.32 2092.32
35027	8/23/2017 INV0008051	000868 8/17/2017 Planning Commission Meet	BRIAN DUNSTAN	001-565-50010		50 50
35028	8/23/2017 7826-703065	001133 08/14/2017 PO0010 Street Pole & Fixt	California Electric Supply (CES)	092-312-74100		36096.25 36096.25
35029	8/23/2017 11910553	000090 Long Term Care	CalPERS LONG-TERM CARE PROGRAM	001-22166		84.25 84.25
35030	8/23/2017 26694	000088 8/11/2017 Postage Meter Supplies	CCI CENTRAL, INC.	001-410-61130		34.45 34.45
35031	8/23/2017 INV0008071	000097 9/14/2017 LOCC - ANNUAL CONFEREN	CHANNEL COUNTIES DIVISIONV- LOCC	001-401-60710		144 144
35032	8/23/2017 98414	000107 SEPT 2017 Monthly Transit Billing	CITY OF LOMPOC	027-559-67445		1666.66 1666.66
35033	8/23/2017 19446 19446	000655 8/11/2017 T20170811.0100 SSL Securi 8/10/2017 T20170811.0030 Planning	COAST NETWORKX, INC.	001-410-60210 001-565-60210		1236.5 524 712.5
35034	8/23/2017 744969 745440	000118 7/16-8/15/2017 CH Overage 7/18-8/17/2017 CH-rev Overages	COASTAL COPY, INC.	001-410-61130 001-410-61130		558.21 21.19 537.02
35035	8/23/2017 INV0008069	000121 August 2017 TOT Allocation	COC/BBA/VISITORS INFORMATION	001-410-67790		33333.33 33333.33
35036	8/23/2017 INV0008032	000122 8/18-9/17/2017 CC Chambers Internet	COMCAST CABLE	001-410-61292		129.39 129.39
35037	8/23/2017 INV0008052	000140 8/3/2017 Planning Commission Meetir	DAN HEEDY	001-565-50010		50 50
35038	8/23/2017 INV0008062	001191 8/11/2017 REFUND SECURITY/DAMAG	Dianne Carlisle	001-22510		400 400
35039	8/23/2017 INV0008064	001192 8/17/2017 Vehicle Maintenance	Diaz Automotive and Tires	005-701-60270		726.5 726.5
35040	8/23/2017 0000019753	000598 7/1-7/31/2017 Bio Solids Collection	ENGEL & GRAY, INC.	005-701-60800		5506.73 5506.73
35041	8/23/2017 2317621	001179 7/31&8/1-4/2017 Admin Asst - Plannir	EXCEL PERSONNEL SERVICES	001-565-60800		800 800
35042	8/23/2017 26326	000187 8/4/2017 Misc Maint/Repair Items	FARM SUPPLY COMPANY	005-701-61140		50.7 50.7

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35043	8/23/2017 16647	000192 8/9/2017 - SO# 8688 SOLENOID	FILTRONICS	020-601-60250		1,382.90 1,382.90
35044	8/23/2017 INV0008061	001190 6/21/2017 REFUND Park Reservation - 001-44020	Gary Van Houter			160.00 160.00
35045	8/23/2017 162485	001193 -> June 2017 Audit of Prvt Proj Billing F 001-420-60021	GLENN BURDETTE, CPA			13,500.00 13,500.00
35046	8/23/2017 217005-1	000891 7/31/2017 Progressive Billing# 1	GLR CONSTRUCTION, INC.	092-313-74100		108,383.44 108,383.44
35047	8/23/2017 730754 CM730784	000248 8/11/2017 BOL# 536985 Chemicals 8/11/2017 COL# 536985 Chemicals	JCI JONES CHEMICALS, INC.	020-601-61111 020-601-61111		2,719.30 3,619.30 (900.00)
35048	8/23/2017 INV0008054	000869 8/3/2017 Planning Commission Meetir	JOE PADILLA	001-565-50010		50.00 50.00
35049	8/23/2017 170817-006 170817-006	000258 8/17/2017 - Blank Laser Billing Form 8/17/2017 - Blank Laser Billing Form	JOHN P. SUREY dba	005-701-61130 020-601-61130		558.09 279.04 279.05
35050	8/23/2017 1026	000395 August 2017 Monthly Janitorial Service	JOSE RAFAEL RUIZ dba	001-552-60800		1,650.00 1,650.00
35051	8/23/2017 INV0008055	000587 8/16/2017 - REC Bus Cleaning & Detail	KYLE ABELLO	001-511-60270		250.00 250.00
35052	8/23/2017 11260/11261 11260/11261	000779 8/1/2017 Repair Service/Terrace Crt & 8/5/2017 Repair Service/102 Six Flags	LASH CONSTRUCTION, INC.	020-601-60250 020-601-60250		5,219.73 2,533.73 2,686.00
35053	8/23/2017 2017-0822 buel	000835 08/2017 City Planner - Professional Ser	METRO VENTURES LTD	001-565-60800		6,075.00 6,075.00
35054	8/23/2017 30171621	000669 8/21/2017 PO Monthly Pest Control Se	O'CONNOR & SONS dba	001-558-60800		105.00 105.00
35055	8/23/2017 115829	000350 8/14/2017 Vehicle Maint (2010 Ford Fi	OLIVERA'S REPAIR, INC	001-558-60270		151.71 151.71
35056	8/23/2017 INV0008028 INV0008028 INV0008028 INV0008028 INV0008028 INV0008028 INV0008028 INV0008028 INV0008028 INV0008028	000352 7/6-8/3/2017 Electrical Service 7/6-8/3/2017 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		30,312.80 1,005.18 555.61 406.13 4,994.65 448.82 80.76 271.41 8,010.21 14,540.03
35057	8/23/2017 INV0008053	001187 8/3&17/2017 Planning Commission M	PATTY J HAMMEL	001-565-50010		100.00 100.00
35058	8/23/2017 62841	000465 July 2017 - Street Sweeping per Contra	SP MAINTENANCE SERVICES, INC.	001-558-60800		2,821.00 2,821.00
35059	8/23/2017 03007392 03007515	000681 8/3/2017 8/14/2017 Safety Equipment	STATEWIDE SAFETY & SIGNS, INC.	001-558-60250 001-558-67600		168.61 85.80 82.81

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35060	8/23/2017 ARINV102542	000529 July 2017 Monthly Merchant Fee	TRANSFIRST HEALTH & GOVERNMENT SVCS	001-410-60900		234.87 234.87
35061	8/23/2017 025-198-052	000862 8/7-8/10/2017 CSR Training Academy(	TYLER TECHNOLOGIES, INC.	001-420-60710		100.00 100.00
35062	8/23/2017 327922	000543 8/1/2017 Misc Maint/Repair Items	USA BLUEBOOK INC	005-701-61111		520.24 520.24
35063	8/23/2017 9790601924 9790601924 9790601924 9790601924 9790601924	000556 8/9-9/8/2017 Wireless Services 8/9-9/8/2017 Wireless Services 8/9-9/8/2017 Wireless Services 8/9-9/8/2017 Wireless Services 8/9-9/8/2017 Wireless Services	VERIZON WIRELESS	001-410-67705 001-511-61290 001-558-67705 005-701-67705 020-601-67705		637.85 67.62 43.99 122.51 195.60 208.13
35064	8/23/2017 CM0000059 INV0008067	000894 July 2017 SYVTBID - Admin Fees July 2017 SYVTBID - Fees	VISITSYV	001-44250 001-22160		39,623.85 (808.65) 40,432.50
35065	8/23/2017 INV259172 INV259172 INV259172 INV259172 INV259172 INV259172 INV259172 INV259172 INV259172	000782 July 2017 FSA Fees July 2017 FSA Fees	WAGE WORKS	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
35066	8/23/2017 67411043	001063 9/1-9/30/2017 CH Copier Lease	Wells Fargo Vendor Fin Serv	001-410-60310		340.81 340.81
35072	9/1/2017 INV0008086 INV0008086 INV0008086	001184 7/24-8/17/2017 MISC SUPPLIES 7/24-8/17/2017 MISC SUPPLIES 7/24-8/17/2017 MISC SUPPLIES	ALBERTSONS/SAFEWAY	001-402-60900 001-410-61130 001-511-67140		412.21 22.48 12.29 377.44
35073	9/1/2017 INV-1112	001084 MAY & AUG 2017 EQPMNT SERVICING	American Fitness Repair & Sales	001-511-60250		450.00 450.00
35074	9/1/2017 0067231-IN	000019 8/25/2017 WWTP Grounds/Maintenar	AMERICAN INDUSTRIAL PIPE & SUPPLY	005-701-60250		203.00 203.00
35075	9/1/2017 INV0008098	001199 8/16-17/2017 Subdivision Map Act Ser	ANDREA KEEFER	001-565-60710		333.30 333.30
35076	9/1/2017 0066561-IN	000661 8/24/2017 Misc Maint/Repair Items	AQUA-METRIC SALES, CO.	020-601-61240		2,421.81 2,421.81
35077	9/1/2017 INV0008076	000961 FY2017-2018 Funding	BUELLTON LIBRARY	001-510-60800		141,641.00 141,641.00
35078	9/1/2017 INV0008139	000079 10/2017-10/2018 Membership Dues	CALIF. RURAL WATER ASSOCIATION	020-601-60650		718.00 718.00
35079	9/1/2017 INV0008085	000909 6/14-8/2/2017 SUMMER CAMP HS SW	CHANNEL ISLANDS YOUNG MEN'S CHRISTIAN ASSOCIATION	001-511-67140		828.00 828.00
35080	9/1/2017 INV0008078	000105 7/24-8/25/2017 Irrigation 595 2nd/Oa	CITY OF BUELLTON	001-552-61211		1,899.33 1,899.33

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35081	9/1/2017 19460	000655 7/29/2017 T20170818.0099 Server Ro	COAST NETWORKX, INC.	001-410-60210		570.00 570.00
35082	9/1/2017 INV0008074	000122 8/25-9/24/2017 REC Phones & Interne	COMCAST CABLE	001-511-61290		173.84 173.84
35083	9/1/2017 38211	001194 8/24/2017 WWTP Gate Repair	CONSOLIDATED OVERHEAD DOOR & GATE	005-701-60250		149.00 149.00
35084	9/1/2017 17-368	000138 4/12-8/11/2017 Lighting Repairs	D.L. ELECTRIC, INC.	001-558-60250		2,918.50 2,918.50
35085	9/1/2017 INV0008155 INV0008155 INV0008155	001192 8/30/2017 Vehicle Maintenance 8/30/2017 Vehicle Maintenance 8/30/2017 Vehicle Maintenance	Diaz Automotive and Tires	001-558-60270 005-701-60270 020-601-60270		992.77 330.93 330.92 330.92
35086	9/1/2017 16928	001144 8/17/2017 Recycled Actity Book	ECO PROMOTIONAL PRODUCTS INC	001-551-60800		168.10 168.10
35087	9/1/2017 26735	000187 8/28/2017 WWTP Bldng/Grounds Mai	FARM SUPPLY COMPANY	005-701-61111		154.05 154.05
35088	9/1/2017 INV0008088 INV0008088 INV0008088 INV0008088 INV0008089 INV0008090 INV0008090 INV0008090 INV0008090 INV0008090 INV0008091 INV0008091 INV0008091 INV0008091 INV0008091 INV0008091 INV0008091 INV0008091 INV0008091 INV0008092 INV0008092 INV0008092 INV0008092 INV0008092 INV0008093 INV0008093 INV0008093 INV0008093 INV0008093 INV0008093 INV0008093 INV0008093 INV0008094 INV0008095 INV0008095 INV0008096 INV0008096 INV0008096 INV0008096 INV0008096 INV0008096 INV0008096	000193 KAbello - CC thru 8/17/2017 KAbello - CC thru 8/17/2017 KAbello - CC thru 8/17/2017 KAbello - CC thru 8/17/2017 EAndrisek - CC thru 8/17/2017 MBierdzinski - CC thru 8/17/2017 MBierdzinski - CC thru 8/17/2017 MBierdzinski - CC thru 8/17/2017 MBierdzinski - CC thru 8/17/2017 RHess - CC thru 8/17/2017 BKnecht - CC thru 8/17/2017 BKnecht - CC thru 8/17/2017 BKnecht - CC thru 8/17/2017 BKnecht - CC thru 8/17/2017 LReid - CC thru 8/17/2017 FReif - CC thru 8/17/2017 PSmith - CC thru 8/17/2017 PSmith - CC thru 8/17/2017 SZamora - CC thru 8/17/2017	FIRST NATIONAL BANK OF OMAHA	001-410-60900 001-511-60252 001-511-60800 001-511-67140 001-401-60710 001-402-60710 001-402-60900 001-565-60710 001-565-60900 001-558-60210 001-558-60270 001-558-60710 005-701-60710 005-701-61140 020-601-60710 001-511-60800 001-511-60900 001-511-67135 001-511-67140 001-401-60900 001-401-61130 001-403-60650 001-403-61130 001-410-60022 001-410-61130 001-401-60900 001-511-60250 001-511-67140 001-420-60650 001-420-60710 001-420-61130 001-511-60250 001-511-67135 001-511-67140		17,577.85 39.00 (766.00) 50.81 1,304.23 297.65 106.55 22.00 514.37 54.33 27.55 12.00 58.61 960.81 107.85 1,210.81 75.00 118.91 735.08 3,801.52 8.62 169.86 160.00 13.90 284.00 62.88 20.00 324.57 3,171.44 280.00 20.03 54.99 21.59 85.75 4,169.14
35091	9/1/2017 F16201	000649 July-Sept2017 Qtrly Maint Service	FLUID RESOURCE MANAGEMENT, INC.	005-701-60800		870.40 870.40

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35092	9/1/2017 INV0008073	001040 8/19-9/18/2017 Phone Summary Billin	FRONTIER COMMUNICATIONS	001-410-67705		1,778.63 327.43
	INV0008073	8/19-9/18/2017 Phone Summary Billin		001-565-67705		409.73
	INV0008073	8/19-9/18/2017 Phone Summary Billin		005-701-67705		550.32
	INV0008073	8/19-9/18/2017 Phone Summary Billin		020-601-67705		491.15
35093	9/1/2017 7396	000203 8/4/2017 CH A/C Maintenance	GARY BROWN dba	001-558-60250		1,293.42 933.42
	7409	8/14/2017 A/C Maintenance		001-558-60800		360.00
35094	9/1/2017 INV0008159	000273 8/27/2017 REIMBURSEMENT UNIFORM	KURT GREER	005-701-60131		300.00 300.00
35095	9/1/2017 109347	000280 8/3/2017 Pub Hrng Planning (17-SP-01	LEE CENTRAL COAST NEWSPAPERS	001-565-60520		453.05 453.05
35096	9/1/2017 INV0008083	001197 8/19/2017 REFUND SECURITY DEPOSIT	MELISSA GALLOWAY	001-22418		500.00 500.00
35097	9/1/2017 INV0008082	001195 8/19/2017 REFUND RVP Security/Dam	MICHELLE ROMERO	001-22510		100.00 100.00
35098	9/1/2017 68952	000326 7/1-7/31/2017 Calor ADA Sidewalk	MNS ENGINEERS, INC.	092-313-60800		43,094.00 1,475.00
	69052	7/1-7/31/2017 City Engineer/Public W		025-554-60800		4,200.00
	69053	7/1-7/31/2017 City/Transportation Pla		029-557-60800		2,250.00
	69054	7/1-7/31/2017 CITY/SEWER NETWORK		005-701-60830		567.50
	69055	7/1-7/31/2017 City Storm Water Mgm		001-551-60800		9,997.50
	69056	7/1-7/31/2017 City/Update Water		020-601-60830		2,847.50
	69057	07/01-7/31/2017 CROSSROADS CNTR		001-22416	90010-070	360.00
	69058	7/1-7/31/2017 Nghbrhd Park @ Villagr		001-22416	90017-070	240.00
	69059	7/1-7/31/2017 Hampton Inn		001-22416	90019-070	267.50
	69060	7/1-7/31/2017 Flying Flags RV Resort		001-22416	90040-070	120.00
	69061	7/1-7/31/2017 Backflow Prevention Pr		020-601-60830		4,750.00
	69062	7/1-7/31/2017 Village Townhomes		001-22416	90021-070	120.00
	69063	7/1-7/31/2017 Fig Mtn Brewery Expan		001-22416	90037-070	560.00
	69064	7/1-7/31/2017 Road Maintenance Pro,		092-313-60800		15,339.00
35099	9/1/2017 591450	000342 8/30/2017 WWTP Sidewalk Repair	NIELSEN BUILDING MATERIALS,INC	005-701-60250		123.16 123.16
35100	9/1/2017 115911	000350 8/16/2017 Vehicle Maint (1998 Chev K	OLIVERA'S REPAIR, INC	001-558-60270		177.77 59.25
	115911	8/16/2017 Vehicle Maint (1998 Chev K		005-701-60270		59.26
	115911	8/16/2017 Vehicle Maint (1998 Chev K		020-601-60270		59.26
35101	9/1/2017 1166052	000861 8/23/2017	POLYDYNE INC.	005-701-61111		1,144.31 1,144.31
35102	9/1/2017 INV0008084	000978 7/15-8/12/2017 MISC OFFICE SUPPLIE	Staples Credit Plan	001-410-61130		716.01 242.09
	INV0008084	7/15-8/12/2017 MISC OFFICE SUPPLIE		001-420-61130		57.89
	INV0008084	7/15-8/12/2017 MISC OFFICE SUPPLIE		001-511-61130		297.28
	INV0008084	7/15-8/12/2017 MISC OFFICE SUPPLIE		001-565-61130		118.75
35103	9/1/2017 51207794	001111 7/1-7/28/2017 Engineering Srvc - Per	TETRA TECH, INC.	025-557-60800		9,160.00 750.00
	51207795	7/1-7/31/2017 Engineering Srvc-Cros		001-22416	90010-070	7,825.00
	51207796	7/1-7/31/2017 Engineering Srvc-Cros		001-22416	90021-070	585.00
35104	9/1/2017 1180	001051 8/25/2017 Backflow Testing Service	THOMAS T PETERSEN dba	001-552-60255		65.00 65.00

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35105	9/1/2017 INV0008140 INV0008140 INV0008140 INV0008140 INV0008140 INV0008140	000521 August 2017 - Misc Maint/Repair Item:001-552-60258 August 2017 - Misc Maint/Repair Item:001-552-61140 August 2017 - Misc Maint/Repair Item:001-558-60250 August 2017 - Misc Maint/Repair Item:005-701-60250 August 2017 - Misc Maint/Repair Item:020-601-60250 August 2017 - Misc Maint/Repair Item:020-601-61140	TODD PIPE & SUPPLY			153.28 22.08 31.59 19.32 32.16 26.74 21.39
35106	9/1/2017 35523	000765 8/18/2017 Vehicle Maintenance	VICTOR RODRIGUEZ dba	001-558-60270		231.32 231.32
35107	9/1/2017 67434616	001063 10/1-10/31/2017 REC Copier Lease	Wells Fargo Vendor Fin Serv	001-511-60310		149.77 149.77
35108	9/6/2017 3356 3361	000005 August 2017 WWTP Chemicals/Analysi August 2017 DWTP Chemicals/Analysi:	ABALONE COAST ANALYTICAL, INC.	005-701-61111 020-601-61111		1,639.00 858.00 781.00
35109	9/6/2017 2047	000718 8/25/2017 Field Tech Service	AUTOSYS, INC.	020-601-60800		540.00 540.00
35110	9/6/2017 216793 216795	000065 July 2017 - Legal Services - Retainer July 2017 - Legal Services - Private Dev	BURKE, WILLIAMS & SORENSEN, LLP	001-404-60840 001-404-60840		10,502.78 10,340.10 162.68
35111	9/6/2017 11918364	000090 Long Term Care	CalPERS LONG-TERM CARE PROGRAM	001-22166		84.25 84.25
35112	9/6/2017 INV0008185 INV0008185 INV0008185	000172 9/2017 Message Service - 8/2017 Mes: 9/2017 Message Service - 8/2017 Mes: 9/2017 Message Service - 8/2017 Mes:	ECHO COMMUNICATIONS	001-558-60800 005-701-60800 020-601-60800		75.75 25.25 25.25 25.25
35113	9/6/2017 109359-1	000280 8/3/2017 Notice of Planning Commisio	LEE CENTRAL COAST NEWSPAPERS	001-565-60520		136.26 136.26
35114	9/6/2017 INV0008205 INV0008205 INV0008205 INV0008205	000280 8/8&10/2017 #109427-1 "WE ARE" 8/1&3/2017 # 109093-1 Summer is alr 8/22&24/2017 #110361-1 Buellton Re: 8/15&17/2017 #109891-1 Summer is (	LEE CENTRAL COAST NEWSPAPERS	001-511-60510 001-511-60510 001-511-60510 001-511-60510		529.86 164.46 105.72 129.84 129.84
35115	9/6/2017 109814-1	000280 8/24/2017 Rev Spec Position Advertise	LEE CENTRAL COAST NEWSPAPERS	001-403-60520		374.88 374.88
35116	9/6/2017 INV0008196	001201 9/5/2017	Lillian Gilbert	020-601-74100		750.00 750.00
35117	9/6/2017 3803	000353 9/1/2017 Web Hosting 1-Yr - Website	MICHAEL J. BOGGESS dba	001-410-61292		435.00 435.00
35118	9/6/2017 INV0008179	000059 August 2017 Misc Maintenance/Repair	MOTOR PRODUCTS INC. dba	020-601-61140		34.99 34.99
35119	9/6/2017 07H0029022365 07H0029022381 07H0029154614	000032 7/27-8/26/2017 CH - Water Service 7/27-8/26/2017 CC/LIB Water Service 7/27-8/26/2017 Water Service	READY REFRESH BY NESTLE	001-410-60800 001-410-60800 001-410-60800		116.50 77.10 27.46 11.94
35120	9/6/2017 INV0008190	001200 8/25/2017 REFUND - C&D Matls Mgm	Ricardo Robles	075-22415		50.00 50.00
35121	9/6/2017 INV0008178 INV0008178	000438 August 2017 Misc Repair/Maintenance August 2017 Misc Repair/Maintenance	SANTA YNEZ VALLEY HARDWARE	001-511-60250 001-552-60258		201.46 49.49 77.82

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	INV0008178	August 2017 Misc Repair/Maintenance		001-552-61140		19.03
	INV0008178	August 2017 Misc Repair/Maintenance		001-558-61140		32.41
	INV0008178	August 2017 Misc Repair/Maintenance		020-601-61140		22.71
35122	9/6/2017 INV0008200	001122 8/31/2017 REFUND Security/damage c	SANTA YNEZ VALLEY MARRIOTT			200.00 200.00
35123	9/6/2017 INV0008201	000439 9/17-9/18 Subscription Renewal - Plan	SANTA YNEZ VALLEY NEWS			21.00 21.00
35124	9/6/2017 18-032 18-036	000450 7/1-8/30/2017 Labor Transactions August 2017 - Motorcycle (Vehicle 552	SB CO SHERIFF'S DEPARTMENT	001-501-60800 001-501-60800		2,013.38 693.46 1,319.92
35125	9/6/2017 INV0008181	000507 7/25-8/23/2017 Gas Service	THE GAS COMPANY			14.30 14.30
35126	9/6/2017 INV0008198 INV0008198	001202 10/25/2017 REFUND RVP Reservation/ 10/25/2017 REFUND RVP Reservation/	UCP WORK INC.	001-22510 001-44020		140.00 100.00 40.00
35127	9/6/2017 51083869 51083869 51083869 51083869	000768 August 2017 Fuel Charges August 2017 Fuel Charges August 2017 Fuel Charges August 2017 Fuel Charges	WEX BANK	001-511-61280 001-558-61280 005-701-61280 020-601-61280		2,383.49 919.55 487.98 487.98 487.98
35128	9/13/2017 0505565 0505565 0505565 0505565 0505565 0505565 0505565 0505565 0505565	000820 October 2017 Dental Vision & EAP Prei October 2017 Dental Vision & EAP Prei	ACWA/JPIA	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		2,489.43 565.66 90.00 54.00 215.47 337.47 441.64 144.63 320.28 320.28
35129	9/13/2017 23101 23384 23405 23405 23405 23498 23499 23500 23501 23502 23503 23504 23505 23506 23507 23508	000509 6/1/2017 Irrigation Repair 7/26-7/27/2017 Irrigation Repair August 2017 Landscape Maint/Prks & I August 2017 Landscape Maint/Facilitie August 2017 Landscape Maint/S-9 8/31/2017 Proposal# 3627 - Weed Cle: 8/22/2017 7/25-8/31/2017 Irrigation Repair 8/2-3/2017 Irrigation Repair 8/14/2017 Tree Trimmer 8/14/2017 Tree Trimming 8/24-8/29/2017 Irrigation Repair 8/11-8/15/2017 Irrigation Repair 8/14/2017 Tree Trimming 8/23/2017 Irrigation Repair 8/23/2017 Irrigation Repair	ALAN NEEDHAM dba	001-552-60254 001-552-60258 001-552-60800 001-556-60800 001-556-60800 001-552-60255 001-556-60800 001-556-60250 001-552-60258 001-556-60250 001-556-60250 001-552-60254 001-556-60250 001-556-60250 001-556-60250 001-556-60250 001-552-60255		44,385.99 226.77 1,338.32 11,200.00 3,820.00 140.00 11,960.00 125.00 3,135.97 5,091.16 195.00 195.00 2,668.31 2,622.25 195.00 376.90 1,096.31
35131	9/13/2017 0310328-IN	000019 8/28/2017 WWTP Misc Maint/Repair I	AMERICAN INDUSTRIAL PIPE & SUPPLY	005-701-61140		136.54 136.54
35132	9/13/2017 17061.00-0000001	000035 7/15-8/16/2017 Engineering Services	ASSOC TRANSPORTATION ENGINEERS	001-557-60830		360.00 360.00

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35133	9/13/2017 ENVIR00709	000072 7/1/17-7/1/18 Pollution Liability Insur	CA JOINT POWERS INS AUTHORITY	001-410-50610		658.00 658.00
35134	9/13/2017 2580a	000783 2/28/2017 Leak repair Zaca Creek Golf	CAMBRON ROOFING AND WATERPROOFING	001-552-60255		187.00 187.00
35135	9/13/2017 INV0008232	000091 1/1-3/31/2018 CCWA Qtrly Variable Cr	CENTRAL COAST WATER AUTHORITY	020-601-67635		216.16 216.16
35136	9/13/2017 20481453 20481508	000112 8/9/2017 CH Pest Control 8/23/2017 PD/LIB Pest Control	CLARK PEST CONTROL	001-558-60800 001-558-60800		282.00 123.00 159.00
35137	9/13/2017 19419 19419	000655 7/25/2017 T20170807.0104 Server Rai 8/1/2017 T20170801.0089 Desktop Se	COAST NETWORKX, INC.	001-410-60210 001-565-60210		1,019.60 475.00 544.60
35138	9/13/2017 747659	000118 8/1-8/31/2017 REC - Contract Overagr	COASTAL COPY, INC.	001-511-61130		224.00 224.00
35139	9/13/2017 INV0008213	000122 8/29-9/28/2017 WW Bus WiFi	COMCAST CABLE	005-701-60210		236.01 236.01
35140	9/13/2017 INV0008212	000122 08/26-9/25/2017 CH Internet	COMCAST CABLE	001-410-61292		266.01 266.01
35141	9/13/2017 1328268 1328268	000679 9/2017 DW/WWTP Water sample Deli 9/2017 DW/WWTP Water sample Deli	COURIER SYSTEMS	005-701-60800 020-601-60800		150.00 75.00 75.00
35142	9/13/2017 17-368/2	000138 9/1/2017 Electrical Repair/Flagpole	D.L. ELECTRIC, INC.	001-558-60250		42.50 42.50
35143	9/13/2017 INV0008234	000142 August 2017 Monthly Janitorial Service	DANIEL FITZGERALD dba	001-558-60800		960.00 960.00
35144	9/13/2017 0000020139	000598 8/1-8/31/2017 Bio Solids Collection	ENGEL & GRAY, INC.	005-701-60800		6,090.97 6,090.97
35145	9/13/2017 123515	000176 9/9/2017 50% PO Fire Alarm System In	EXCLUSIVE ALARMS INC	092-213-74100		4,542.50 4,542.50
35146	9/13/2017 1039	000395 Sept 2017 Monthly Janitorial Service	JOSE RAFAEL RUIZ dba	001-552-60800		1,650.00 1,650.00
35147	9/13/2017 5166	000954 8/29/2017 Main Sewer Line Clean up	MICHAEL MacEACHERM	092-702-74100		5,000.00 5,000.00
35148	9/13/2017 INV0008241	000801 8/3/2017 Trans# 4372345159 Operatic	O'REILLY AUTOMOTIVE STORES, INC.	001-558-61140		24.10 24.10
35149	9/13/2017 INV0008252 INV0008252	000379 Sept 2017 Postage Water/Sewer Billing Sept 2017 Postage Water/Sewer Billing	POSTMASTER	005-701-61131 020-601-61131		560.00 280.00 280.00
35150	9/13/2017 78610452	000380 7/20-8/20/2017 Cyclindar Rental	PRAXAIR DISTRIBUTION, INC.	005-701-61111		155.20 155.20
35151	9/13/2017 WO130089202	000390 8/31/2017 WO# MZ37624 Lift Repair	QUINN COMPANY	001-558-60270		522.33 522.33
35152	9/13/2017 49459	000427 FY16-17 Emission Fee/10458/COB Gen	SB CO APCD	001-558-67575		421.17 421.17

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
35153	9/13/2017 M18-011	000448 July-Sept 2017 (1st Qtr) Fire/Paramedi	SB CO FIRE DEPARTMENT	001-501-60810		50,538.00 50,538.00
35154	9/13/2017 820170072 820170072	000535 9/1/2017 New Ticket Charges/Monthly 9/1/2017 New Ticket Charges/Monthly	UNDERGROUND SERVICE ALERT	005-701-60800 020-601-60800		44.65 22.33 22.32
35155	9/13/2017 338398415	000904 8/20-9/20/2017 Planning - Copier Leas	US BANK EQUIPMENT FINANCE	001-565-60310		482.34 482.34
35156	9/13/2017 44459	000677 -> 8/31/2017 Services FY17-18 COB RE	WALLACE GROUP	005-701-60800		10,892.48 10,892.48
35157	9/19/2017 06876	000022 12/1-2017-11/30/2018 Membership D	AMERICAN WATER WORKS ASSOC.	020-601-60650		420.00 420.00
35158	9/19/2017 INV0008301	001204 9/12-15/2017 Annual LOCC Training	Dave King	001-401-60710		403.41 403.41
35159	9/19/2017 INV0008298 INV0008299	000228 9/7,12-15/2017 APCD and LOCC Meeti 8/16,17&24/2017 City Meetings	HOLLY SIERRA	001-401-60710 001-401-60710		529.55 410.56 118.99
35160	9/19/2017 18-039 18-054	000450 Sept 2017 Contract Services FY2017-20 August 2017 - Labor Transactions	SB CO SHERIFF'S DEPARTMENT	001-501-60800 001-501-60800		141,817.65 141,616.00 201.65
35161	9/19/2017 ARINV102803	000529 August 2017 Monthly Merchant Fee	TRANSFIRST HEALTH & GOVERNMENT SVCS	001-410-60900		101.60 101.60
35162	9/19/2017 67510234	001063 11/1-31/2017 CH Copier Lease	Wells Fargo Vendor Fin Serv	001-410-60310		340.81 340.81
<b>Payment Total:</b>						<b>827,102.04</b>

## Report Summary

### Fund Summary

Fund	Payment Amount
001 - General Fund	565,475.33
005 - Sewer Fund	40,654.93
020 - Water Fund	41,218.93
025 - Gas Tax Fund	4,950.00
027 - Local Transportation Fund	1,666.66
029 - Transportation Planning	2,250.00
075 - Trust & Agency Fund	50.00
092 - Capital Improvement Proj Fund	170,836.19
<b>Grand Total:</b>	<b>827,102.04</b>

### Account Summary

Account Number	Account Name	Payment Amount
001-22160	SYVTBID Payable	40,432.50
001-22172	Dependent Daycare Ded	291.66
001-22416	Developer Deposit	10,077.50
001-22418	Special Event Deposit	500.00
001-22510	Park/Damage Charge	800.00
001-401-50400	Medical Benefit	587.35
001-401-60710	Travel & Training	1,374.61
001-401-60900	Miscellaneous	28.62
001-401-61130	Office Supplies	169.86
001-402-50400	Medical Benefit	100.85
001-402-60710	Travel & Training	106.55
001-402-60900	Miscellaneous	44.48
001-403-50400	Medical Benefit	64.85
001-403-60520	Advertising - Legal	374.88
001-403-60650	Membership & Publicatio	160.00
001-403-61130	Office Supplies	13.90
001-404-60840	Contract Services-Legal Fe	10,502.78
001-410-50610	Insurance - Property	658.00
001-410-60022	Recruitment Expense	284.00
001-410-60210	Computer Maintenance &	1,569.00
001-410-60310	Equipment Rental	681.62
001-410-60800	Contract Services	116.50
001-410-60900	Miscellaneous/CalPERS U	375.47
001-410-61130	Office Supplies	909.92
001-410-61241	Utilities - Electric	1,005.18
001-410-61292	Internet Access/ Website	830.40
001-410-67705	Telephone	395.05
001-410-67790	Visitors Bureau	33,333.33
001-420-50400	Medical Benefit	233.99
001-420-60021	Audit	13,500.00
001-420-60650	Membership & Publicatio	280.00
001-420-60710	Travel & Training	120.03
001-420-61130	Office Supplies	112.88
001-44020	Park Reservation Fees	200.00
001-44250	Miscellaneous	(808.65)
001-501-60800	Contract Services	143,831.03
001-501-60810	Contract Services - Fire Dr	50,538.00
001-501-61241	Utilities - Electric	555.61
001-510-60800	Contract Services	141,641.00
001-510-61230	Utilities - Gas	14.30
001-510-61241	Utilities - Electric	406.13
001-511-50400	Medical Benefit	349.72
001-511-60250	Maintenance/Repair	845.65

## Account Summary

Account Number	Account Name	Payment Amount
001-511-60252	Maintenance/Repair-Join	(766.00)
001-511-60270	Maintenance-Vehicles	250.00
001-511-60310	Equipment Rental	149.77
001-511-60510	Advertising	529.86
001-511-60800	Contract Services	125.81
001-511-60900	Miscellaneous	118.91
001-511-61130	Office Supplies	521.28
001-511-61280	Fuel-Vehicles	919.55
001-511-61290	Telephone/Internet	217.83
001-511-67135	Buellton Rec Program Trij	820.83
001-511-67140	Buellton Recreation Progr	13,651.77
001-550-61241	Utilities - Electric	4,994.65
001-551-60800	Contract Services	10,165.60
001-552-60254	Maintenance/Repair-A&F	2,895.08
001-552-60255	Maintenance/Repair-Golf	13,308.31
001-552-60258	Maintenance/Repair-Rive	6,529.38
001-552-60800	Contract Services	14,500.00
001-552-61140	Operational Supplies	50.62
001-552-61211	Utilities - Water	1,899.33
001-552-61241	Utilities - Electric	448.82
001-556-60250	Maintenance/Repair	6,720.12
001-556-60800	Contract Services	4,085.00
001-556-61241	Utilities - Electric	80.76
001-557-60830	Contract Services-Enginee	360.00
001-558-50400	Medical Benefit	458.99
001-558-60210	Computer Maintenance &	27.55
001-558-60250	Maintenance / Repair	3,999.54
001-558-60270	Maintenance - Vehicles	1,307.54
001-558-60710	Travel & Training	58.61
001-558-60800	Contract Services	4,966.41
001-558-61140	Operational Supplies	56.51
001-558-61280	Fuel - Vehicles	487.98
001-558-67575	Regulatory Compliance	421.17
001-558-67600	Safety Equipment	82.81
001-558-67705	Telephone	122.51
001-565-50010	Planning Commission Salz	250.00
001-565-50400	Medical Benefit	154.08
001-565-60210	Computer Maintenance &	1,257.10
001-565-60310	Equipment Rental	482.34
001-565-60520	Advertising - Legal	589.31
001-565-60650	Membership & Publicatio	21.00
001-565-60710	Travel & Training	847.67
001-565-60800	Contract Services	6,875.00
001-565-60830	Contract Services-Enginee	2,092.32
001-565-60900	Miscellaneous	54.33
001-565-61130	Office Supplies	118.75
001-565-61241	Utilities - Electric	271.41
001-565-67705	Telephone	409.73
005-701-50400	Medical Benefit	336.80
005-701-60131	Laundry / Uniforms	300.00
005-701-60210	Computer Maintenance &	236.01
005-701-60250	Maintenance / Repair	507.32
005-701-60270	Maintenance - Vehicles	1,116.68
005-701-60710	Travel & Training	960.81
005-701-60800	Contract Services	23,586.45
005-701-60830	Contract Services-Enginee	567.50
005-701-61111	Chemicals / Analysis	2,831.80
005-701-61130	Office Supplies	279.04

**Account Summary**

Account Number	Account Name	Payment Amount
005-701-61131	Postage	280.00
005-701-61140	Operational Supplies	408.41
005-701-61241	Utilities - Electric	8,010.21
005-701-61280	Fuel - Vehicles	487.98
005-701-67705	Telephone	745.92
020-601-50400	Medical Benefit	336.80
020-601-60250	Maintenance / Repair	6,629.37
020-601-60270	Maintenance - Vehicles	390.18
020-601-60650	Membership & Publicatio	1,138.00
020-601-60710	Travel & Training	1,210.81
020-601-60800	Contract Services	662.57
020-601-60830	Contract Services-Enginee	7,597.50
020-601-61111	Chemicals / Analysis	3,500.30
020-601-61130	Office Supplies	279.05
020-601-61131	Postage	280.00
020-601-61140	Operational Supplies	79.09
020-601-61240	Meter Expense	2,421.81
020-601-61241	Utilities - Electric	14,540.03
020-601-61280	Fuel - Vehicles	487.98
020-601-67635	State Water Project	216.16
020-601-67705	Telephone	699.28
020-601-74100	Improvements	750.00
025-554-60800	Contract Services	4,200.00
025-557-60800	Contract Services	750.00
027-559-67445	Lompoc- Wine Country Ex	1,666.66
029-557-60800	Contract Services	2,250.00
075-22415	Const & Demo Material M	50.00
092-213-74100	Improvements	4,542.50
092-312-74100	Hwy 246 Sidewalk (CalTra	36,096.25
092-313-60800	Contract Services	16,814.00
092-313-74100	Road Maintenance Projec	108,383.44
092-702-74100	Improvements	5,000.00
	<b>Grand Total:</b>	<b>827,102.04</b>

**Project Account Summary**

Project Account Key	Payment Amount	
**None**	817,024.54	
90010-070	8,185.00	
90017-070	240.00	
90019-070	267.50	
90021-070	705.00	
90037-070	560.00	
90040-070	120.00	
	<b>Grand Total:</b>	<b>827,102.04</b>



# Refund Check Register

## Refund Check Detail

UBPKT00758 - Refunds 01 UBPKT00755 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
03-06100-004	BEAIRD, GENEVIEVE	8/28/2017	35067	4.49			4.49	Generated From Billing
04-17300-001	ANGEL, CLAUDIA	8/28/2017	35068	88.55			88.55	Generated From Billing
07-08000-001	THERIAULT, LAURENT	8/28/2017	35069	29.21			29.21	Deposit
09-03800-005	HICKEY, LEEANNE	8/28/2017	35070	103.43			103.43	Deposit
20-00200-001	TELFER PAVEMENT TECHNOLOGIES	8/28/2017	35071	5.00			5.00	Deposit
<b>Total Refunds: 5</b>				<b>230.68</b>				

### Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	230.68
<b>Revenue Total:</b>	<b>230.68</b>

### General Ledger Distribution

Posting Date: 08/28/2017

Account Number	Account Name	Posting Amount	IFT
<b>Fund: 020 - WATER FUND</b>			
020-10000	Claim On Pooled Cash	-230.68	Yes
020-22420	Unapplied Credits	230.68	
<b>020 Total:</b>		<b>0.00</b>	
<b>Fund: 999 - POOLED CASH</b>			
999-10001	Pooled Cash - General Checking	-230.68	
999-27000	Due To Other Funds	230.68	Yes
<b>999 Total:</b>		<b>0.00</b>	
<b>Distribution Total:</b>		<b>0.00</b>	

**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: September 28, 2017

Subject: Monthly Activity Report - Enterprise Funds through August 31, 2017

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**BACKGROUND**

The attached report compares month-to-month data covering the periods July 1, 2017 through August 31, 2017 for the Water and Sewer Enterprise Funds. A second report with 12-month data from September 1, 2016 through August 31 2017 is included for reference to trends only. This is a new report requested by council. It will be prepared monthly and submitted to Council on the second meeting of each month.

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 received Connection Fees in the month of August 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 August 31, 2017  
Attachment 2 – Monthly Activity Report Enterprise Funds 12-month through August 31, 2017





	2017	17%					2018							
	July	August	September	October	November	December	January	February	March	April	May	June	Fiscal YTD	
Fund: 020 - Water Fund	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	
<b>Revenue</b>													-	
<a href="#">020-44105</a> Interest	-	-											-	
<a href="#">020-44115</a> Connection Fees	-	-											-	
<a href="#">020-44120</a> Set-Up Fees	170.00	170.00											340.00	
<a href="#">020-44125</a> Late Charges	721.27	2,744.43											3,465.70	
<a href="#">020-44210</a> Bulk Water	5,621.72	6,543.50											12,165.22	
<a href="#">020-44215</a> Sales	204,747.48	205,018.52											409,766.00	
<a href="#">020-44220</a> Meter Service Installation	-	6,690.00											6,690.00	
<a href="#">020-44240</a> Service Reinstatement Fee	140.00	160.00											300.00	
<a href="#">020-44245</a> Infrastructure Contributions	-	-											-	
<a href="#">020-44246</a> Gain (Loss) on Capital Assets	-	-											-	
<a href="#">020-44250</a> Miscellaneous	20.00	60.00											80.00	
<a href="#">020-49656</a> Hydrant Permits	450.00	400.00											850.00	
<a href="#">020-49657</a> Insurance Refund-Gen Liability	-	-											-	
<a href="#">020-49658</a> Insurance Reimbursement-WC	-	-											-	
<a href="#">020-49659</a> Prior Year Adjustment	-	-											-	
<a href="#">020-49660</a> Transfer from Gen Fund & Sewer	-	-											-	
<a href="#">020-49661</a> Transfer from Reserves	-	-											-	
<b>Revenue Total:</b>	<b>211,870.47</b>	<b>221,786.45</b>											433,656.92	

Revenue Budget 2,497,255.00  
Percent Received 17%

<b>Expense</b>													
<a href="#">020-601-50000</a> Salaries	7,691.94	17,147.19											24,839.13
<a href="#">020-601-50035</a> Hourly	-	-											-
<a href="#">020-601-50120</a> Employer SS/MC	360.60	344.79											705.39
<a href="#">020-601-50130</a> UI & Employee Training Tax	-	-											-
<a href="#">020-601-50200</a> PERS Retirement	1,963.97	1,782.54											3,746.51
<a href="#">020-601-50300</a> Workers Compensation	9,428.00	-											9,428.00
<a href="#">020-601-50301</a> Workers Compensation	-	-											-
<a href="#">020-601-50400</a> Medical Benefit	2,852.37	2,333.48											5,185.85
<a href="#">020-601-50410</a> Employer Paid DCP	587.10	547.35											1,134.45
<a href="#">020-601-50500</a> Group Life Ins Benefit	22.41	20.80											43.21
<a href="#">020-601-50600</a> Insurance - Liability	11,397.00	-											11,397.00
<a href="#">020-601-50610</a> Insurance - Property	-	6,769.00											6,769.00
<a href="#">020-601-50620</a> Insurance - Bond	-	-											-
<a href="#">020-601-60021</a> Audit	-	-											-
<a href="#">020-601-60131</a> Laundry / Uniforms	-	-											-
<a href="#">020-601-60210</a> Computer Maintenance & Software	-	-											-
<a href="#">020-601-60211</a> Data Processing Contract Maint	-	-											-
<a href="#">020-601-60250</a> Maintenance / Repair	4,418.70	6,629.37											11,048.07
<a href="#">020-601-60270</a> Maintenance - Vehicles	921.18	390.18											1,311.36
<a href="#">020-601-60310</a> Equipment Rental	-	-											-
<a href="#">020-601-60315</a> Rental of Property	-	-											-
<a href="#">020-601-60316</a> Rental of Property	-	-											-
<a href="#">020-601-60550</a> Printing	-	-											-
<a href="#">020-601-60650</a> Membership & Publications	-	718.00											718.00
<a href="#">020-601-60710</a> Travel & Training	19.20	1,210.81											1,230.01
<a href="#">020-601-60800</a> Contract Services	34.50	3,975.33											4,009.83
<a href="#">020-601-60830</a> Contract Services-Engineering	-	7,597.50											7,597.50
<a href="#">020-601-60835</a> Contract Services-Fin.Consult.	-	-											-
<a href="#">020-601-60840</a> Contract Services-Legal Fees	-	-											-
<a href="#">020-601-60900</a> Miscellaneous	14,326.35	57.21											14,383.56
<a href="#">020-601-61111</a> Chemicals / Analysis	1,890.52	5,625.10											7,515.62
<a href="#">020-601-61127</a> Tools	-	-											-
<a href="#">020-601-61130</a> Office Supplies	-	279.05											279.05
<a href="#">020-601-61131</a> Postage	279.83	587.50											867.33
<a href="#">020-601-61140</a> Operational Supplies	87.45	79.09											166.54
<a href="#">020-601-61240</a> Meter Expense	-	2,421.81											2,421.81
<a href="#">020-601-61241</a> Utilities - Electric	-	14,540.03											14,540.03
<a href="#">020-601-61280</a> Fuel - Vehicles	532.55	487.98											1,020.53
<a href="#">020-601-61410</a> Newsletter	-	-											-

<a href="#">020-601-67545</a>	Principal & Interest	-	-	-
<a href="#">020-601-67575</a>	Regulatory Compliance	-	2,575.00	2,575.00
<a href="#">020-601-67600</a>	Safety Equipment	170.62	-	170.62
<a href="#">020-601-67610</a>	Santa Ynez River Appropriation	-	-	-
<a href="#">020-601-67635</a>	State Water Project	-	216.16	216.16
<a href="#">020-601-67705</a>	Telephone	485.54	699.28	1,184.82
<a href="#">020-601-67820</a>	Write-Off Utility Plant	-	-	-
<a href="#">020-601-67821</a>	Write-Off Utility	-	-	-
<a href="#">020-601-68110</a>	Depreciation	14,166.67	14,166.66	28,333.33
<a href="#">020-601-69100</a>	Transfer to Other Funds	-	-	-
<a href="#">020-601-69400</a>	Transfer to Reserves	-	-	-
<a href="#">020-601-71000</a>	Buildings / Remodel	-	-	-
<a href="#">020-601-72100</a>	Office Equipment	-	-	-
<a href="#">020-601-72300</a>	Computer Equipment	-	-	-
<a href="#">020-601-73100</a>	Vehicles	-	-	-
<a href="#">020-601-73500</a>	Equipment	-	-	-
<a href="#">020-601-73510</a>	Equipment-Telemetry	-	-	-
<a href="#">020-601-73520</a>	Equipment-Booster Station	-	-	-
<a href="#">020-601-74100</a>	Improvements	-	-	-
<b>Expense Total:</b>		<b>71,636.50</b>	<b>91,201.21</b>	<b>162,837.71</b>

Expense Budget      2,497,255.00  
Percent Used            7%

<b>Fund 020 Surplus (Deficit):</b>	<b>140,233.97</b>	<b>130,585.24</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>270,819.21</b>
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	2017		2018											Fiscal YTD 2017-2018
	July 2017-2018	17% 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: 021 - Water Capital**

<b>Revenue</b>														-	
<a href="#">021-44105</a>	Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">021-44115</a>	Connection Fees	-	37,050.00	-	-	-	-	-	-	-	-	-	-	-	37,050.00
<a href="#">021-49652</a>	Transfer in from Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Revenue Total:</b>		<b>-</b>	<b>37,050.00</b>	-	-	-	-	-	-	-	-	-	-	-	<b>37,050.00</b>

Revenue Budget      630,000.00  
Percent Received     6%

<b>Expense</b>														-	
<a href="#">021-600-69100</a>	Water Capital Transfer to other funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">021-602-69100</a>	Transfer to Other Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Expense Total:</b>		<b>-</b>	<b>-</b>	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>

Expense Budget      680,000.00  
Percent Used            0%

<b>Fund 021 Surplus (Deficit):</b>	<b>-</b>	<b>37,050.00</b>	-	-	-	-	-	-	-	-	-	-	-	-	<b>37,050.00</b>
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\*\*\*NOTE: Capital Items are Included in the Depreciation Category, Depreciation is calculated at the End of the Fiscal Year. Estimated annual depreciation for Fund 005 is \$250,000 and for Fund 020 is \$177,000.



City of Buellton, CA

# ATTACHMENT 2

## Monthly Activity Report

### 12-Month Enterprise Funds

For September 2016 Through August 2017

	2016				2017								12-month Totals	
	September 2016-2017	October 2016-2017	November 2016-2017	December 2016-2017	January 2016-2017	February 2016-2017	March 2016-2017	April 2016-2017	May 2016-2017	June 2016-2017	July 2017-2018	August 2017-2018		
<b>Fund: 005 - Sewer Fund</b>														
<b>Revenue</b>														
005-44105	Interest	1,804.60	-	-	1,690.66	-	-	1,962.85	-	-	2,426.32	-	-	7,884.43
005-44110	Sales	60,277.63	60,585.12	74,162.06	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	901,793.91
005-44115	Connection Fees	-	-	6,241.00	-	-	3,387.00	-	-	(11,548.00)	-	-	-	(1,920.00)
005-44120	Set-Up Fees	60.00	70.00	50.00	45.00	55.00	60.00	110.00	130.00	235.00	225.00	170.00	170.00	1,380.00
005-44125	Late Charges	312.57	334.21	292.97	265.75	622.86	543.82	509.94	254.20	479.69	549.17	486.34	1,389.08	6,040.60
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	-	-	-	-	-	-	-	-	-	-	-	-	-
	<b>Revenue Total:</b>	<b>62,454.80</b>	<b>60,989.33</b>	<b>80,746.03</b>	<b>73,865.18</b>	<b>72,123.59</b>	<b>64,923.14</b>	<b>84,397.17</b>	<b>79,562.38</b>	<b>69,885.65</b>	<b>89,860.44</b>	<b>87,138.38</b>	<b>89,232.85</b>	<b>915,178.94</b>
<b>Expense</b>														
005-701-50000	Salaries	25,331.66	17,676.64	18,603.31	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	252,312.71
005-701-50035	Hourly	-	-	-	-	-	-	-	-	-	-	-	-	-
005-701-50120	Employer SS/MC	347.98	236.95	261.63	255.13	250.78	376.92	363.99	275.95	395.89	388.83	376.62	365.89	3,896.56
005-701-50130	UI & Employee Training Tax	32.23	-	-	-	956.98	260.10	-	21.12	105.60	27.28	-	-	1,403.31
005-701-50200	PERS Retirement	3,118.04	2,166.80	2,266.99	2,238.39	2,241.86	3,374.05	3,277.67	2,264.12	2,272.47	2,269.72	2,056.64	1,882.38	29,429.13
005-701-50300	Workers Compensation	-	-	-	-	-	-	-	-	-	-	8,850.00	-	8,850.00
005-701-50301	Workers Compensation	-	-	-	-	-	-	-	-	-	-	-	-	-
005-701-50400	Medical Benefit	2,720.32	2,758.24	2,804.36	2,875.67	2,875.68	4,129.74	2,822.30	2,524.67	2,874.64	2,541.18	2,932.41	2,493.62	34,352.83
005-701-50410	Employer Paid DCP	933.84	650.29	669.14	668.05	668.04	1,002.07	967.51	669.39	673.53	669.84	645.89	633.94	8,851.53
005-701-50500	Group Life Ins Benefit	24.79	25.19	25.61	25.60	25.61	38.39	12.81	25.63	25.61	25.63	23.41	22.51	300.79
005-701-50600	Insurance - Liability	-	-	-	-	-	-	-	-	-	-	11,397.00	-	11,397.00
005-701-50610	Insurance - Property	7,638.00	-	-	-	-	-	-	-	-	-	-	6,769.00	14,407.00
005-701-50620	Insurance - Bond	-	-	-	-	-	-	-	-	-	-	-	-	-
005-701-60021	Audit	-	-	-	2,916.00	-	-	-	-	800.00	-	-	-	3,716.00
005-701-60131	Laundry / Uniforms	-	-	-	207.33	54.91	82.67	-	-	-	531.71	-	300.00	1,176.62
005-701-60210	Computer Maintenance & Software	291.62	525.72	285.72	291.02	315.56	285.68	241.71	348.61	236.01	912.80	472.02	236.01	4,442.48
005-701-60211	Data Processing Contract Maint	-	-	-	-	-	-	-	-	-	-	-	-	-
005-701-60250	Maintenance / Repair	8,249.81	18,207.15	-	2,360.33	929.49	60.85	93.09	2,307.06	13.06	1,992.12	361.24	552.30	35,126.50
005-701-60270	Maintenance - Vehicles	543.30	609.38	288.09	90.60	171.60	3,322.80	145.57	423.05	-	3,184.95	1,015.95	1,116.68	10,911.97
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	-	-	1,085.82
005-701-60710	Travel & Training	-	-	-	-	-	37.80	60.00	311.43	349.75	-	-	960.81	1,719.79
005-701-60800	Contract Services	25,490.43	21,659.44	29,182.22	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	224,119.38
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	45.09	41.37	35.43	39.12	41.91	36.24	38.13	30.66	35.34	36.96	14,326.35	57.21	14,763.81
005-701-61111	Chemicals / Analysis	531.48	2,239.45	7,028.95	3,309.15	-	3,134.70	664.86	3,209.63	1,573.95	3,097.24	3,704.16	4,709.25	33,202.82
005-701-61127	Tools	-	30.94	41.98	-	101.26	23.80	-	-	26.61	-	-	-	224.59
005-701-61130	Office Supplies	-	57.10	478.30	-	110.05	102.17	-	311.02	58.16	-	39.30	279.04	1,435.14
005-701-61131	Postage	582.50	282.50	381.83	587.50	304.17	585.00	706.79	285.00	400.00	600.00	279.82	587.50	5,582.61
005-701-61140	Operational Supplies	298.96	77.67	49.48	543.81	45.61	87.17	553.63	352.93	183.92	279.35	418.64	408.41	3,299.58
005-701-61211	Utilities - Water	-	-	-	-	-	-	-	-	-	3,966.48	-	-	3,966.48
005-701-61241	Utilities - Electric	9,118.03	9,156.34	9,476.12	8,304.35	7,732.28	7,338.18	8,576.27	7,902.06	8,553.77	19,492.89	-	8,010.21	103,660.50
005-701-61280	Fuel - Vehicles	508.19	458.24	368.86	402.51	375.54	375.36	443.47	456.04	436.01	412.63	532.55	487.98	5,257.38
005-701-61410	Newsletter	-	-	-	-	-	-	-	-	-	-	-	-	-
005-701-67500	Paint WWTP Clarifier	-	-	-	-	-	-	-	-	-	-	-	-	-

<a href="#">005-701-67575</a>	Regulatory Compliance	-	-	-	17,017.00	-	421.17	690.00	8,250.50	-	-	-	-	26,378.67
<a href="#">005-701-67600</a>	Safety Equipment	123.66	559.98	-	21.59	-	-	-	400.83	-	146.87	-	-	1,252.93
<a href="#">005-701-67705</a>	Telephone	688.87	749.94	794.07	846.63	706.95	758.10	668.65	732.91	708.62	866.40	544.71	745.92	8,811.77
<a href="#">005-701-68110</a>	Depreciation	-	-	-	-	-	-	-	-	-	260,180.03	20,833.34	20,833.33	301,846.70
<a href="#">005-701-69100</a>	Transfer to Other Funds	-	-	-	-	-	-	31,318.33	-	(31,318.33)	-	-	-	-
<a href="#">005-701-69400</a>	Transfer to Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">005-701-71000</a>	Buildings / Remodel	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">005-701-72100</a>	Office Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">005-701-72300</a>	Computer Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">005-701-73100</a>	Vehicles	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">005-701-73500</a>	Equipment	-	-	-	-	-	902.20	405.70	-	-	(1,939.25)	7,852.79	-	7,221.44
<a href="#">005-701-74100</a>	Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Expense Total:</b>		<b>86,618.80</b>	<b>78,169.33</b>	<b>73,042.09</b>	<b>90,348.75</b>	<b>58,978.11</b>	<b>71,111.08</b>	<b>80,747.92</b>	<b>66,216.33</b>	<b>21,612.81</b>	<b>368,293.97</b>	<b>90,720.15</b>	<b>85,609.50</b>	<b>1,171,468.84</b>

<b>Fund 005 Surplus (Deficit):</b>	<b>-24,164.00</b>	<b>-17,180.00</b>	<b>7,703.94</b>	<b>-16,483.57</b>	<b>13,145.48</b>	<b>-6,187.94</b>	<b>3,649.25</b>	<b>13,346.05</b>	<b>48,272.84</b>	<b>-278,433.53</b>	<b>-3,581.77</b>	<b>3,623.35</b>	<b>-256,289.90</b>
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	2016				2017								
	September	October	November	December	January	February	March	April	May	June	July	August	12-month Totals
	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2017-2018	2017-2018	

### Fund: 006 - Wastewater Capital

<b>Revenue</b>														
<a href="#">006-44105</a>	Interest	-	-	-	-	-	-	-	-	-	39.35	-	-	39.35
<a href="#">006-44115</a>	Connection Fees	-	-	-	-	-	-	-	-	63,330.00	18,628.50	-	22,015.50	103,974.00
<a href="#">006-49652</a>	Transfer in from Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Revenue Total:</b>		<b>-</b>	<b>63,330.00</b>	<b>18,667.85</b>	<b>-</b>	<b>22,015.50</b>	<b>104,013.35</b>							
<b>Expense</b>														
<a href="#">006-700-69100</a>	Wastewater Capital Transfer to Other fun	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">006-701-68110</a>	Depreciation	-	-	-	-	-	-	-	-	-	82.30	-	-	82.30
<a href="#">006-702-69100</a>	Transfer to Other Funds	-	-	-	-	-	-	-	-	31,318.33	(31,318.33)	-	-	-
<b>Expense Total:</b>		<b>-</b>	<b>31,318.33</b>	<b>(31,236.03)</b>	<b>-</b>	<b>-</b>	<b>82.30</b>							

<b>Fund 006 Surplus (Deficit):</b>	<b>-</b>	<b>32,011.67</b>	<b>49,903.88</b>	<b>-</b>	<b>22,015.50</b>	<b>103,931.05</b>								
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	2016				2017									12-month Totals
	September 2016-2017	October 2016-2017	November 2016-2017	December 2016-2017	January 2016-2017	February 2016-2017	March 2016-2017	April 2016-2017	May 2016-2017	June 2016-2017	July 2017-2018	August 2017-2018		
<b>Revenue</b>														
<a href="#">020-44105</a>	Interest	1,987.13	-	-	2,216.72	-	-	2,544.38	-	-	2,216.63	-	-	8,964.86
<a href="#">020-44115</a>	Connection Fees	-	-	21,528.00	-	-	-	-	-	(18,678.00)	(2,850.00)	-	-	-
<a href="#">020-44120</a>	Set-Up Fees	50.00	70.00	50.00	45.00	55.00	40.00	100.00	130.00	235.00	225.00	170.00	170.00	1,340.00
<a href="#">020-44125</a>	Late Charges	647.30	669.05	745.97	836.30	1,203.27	992.32	843.34	642.31	822.65	1,032.79	721.27	2,744.43	11,901.00
<a href="#">020-44210</a>	Bulk Water	1,556.82	1,841.40	1,339.20	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	30,397.66
<a href="#">020-44215</a>	Sales	123,173.76	119,359.49	159,900.97	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	2,006,541.48
<a href="#">020-44220</a>	Meter Service Installation	-	-	1,185.00	235.00	60.00	(295.00)	-	13,300.00	11,240.00	6,690.00	-	6,690.00	39,105.00
<a href="#">020-44240</a>	Service Reinstatement Fee	60.00	120.00	73.00	153.00	120.00	80.00	60.00	319.00	133.00	100.00	140.00	160.00	1,518.00
<a href="#">020-44245</a>	Infrastructure Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-44246</a>	Gain (Loss) on Capital Assets	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-44250</a>	Miscellaneous	40.00	60.00	1,017.05	40.00	180.57	2,507.00	20.00	20.00	-	20.00	20.00	60.00	3,984.62
<a href="#">020-49656</a>	Hydrant Permits	-	50.00	-	50.00	350.00	350.00	350.00	400.00	450.00	500.00	450.00	400.00	3,350.00
<a href="#">020-49657</a>	Insurance Refund-Gen Liability	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-49658</a>	Insurance Reimbursement-WC	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-49659</a>	Prior Year Adjustment	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-49660</a>	Transfer from Gen Fund & Sewer	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-49661</a>	Transfer from Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-
	<b>Revenue Total:</b>	<b>127,515.01</b>	<b>122,169.94</b>	<b>185,839.19</b>	<b>152,231.31</b>	<b>145,206.72</b>	<b>126,841.98</b>	<b>154,256.30</b>	<b>186,089.50</b>	<b>175,783.87</b>	<b>297,511.88</b>	<b>211,870.47</b>	<b>221,786.45</b>	<b>2,107,102.62</b>
<b>Expense</b>														
<a href="#">020-601-50000</a>	Salaries	21,220.42	16,306.08	18,603.06	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	243,940.52
<a href="#">020-601-50035</a>	Hourly	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-50120</a>	Employer SS/MC	285.84	216.25	261.53	255.06	250.70	376.81	363.87	275.89	395.76	388.69	360.60	344.79	3,775.79
<a href="#">020-601-50130</a>	UI & Employee Training Tax	32.03	-	-	-	956.71	259.96	-	21.12	105.60	27.28	-	-	1,402.70
<a href="#">020-601-50200</a>	PERS Retirement	2,574.83	1,985.74	2,266.94	2,238.25	2,241.76	3,374.02	3,277.60	2,263.95	2,272.26	2,269.44	1,963.97	1,782.54	28,511.30
<a href="#">020-601-50300</a>	Workers Compensation	-	-	-	-	-	-	-	-	-	-	9,428.00	-	9,428.00
<a href="#">020-601-50301</a>	Workers Compensation	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-50400</a>	Medical Benefit	2,400.23	2,598.15	2,804.24	2,875.61	2,875.60	4,129.72	2,822.32	2,524.69	2,874.65	2,541.20	2,852.37	2,333.48	33,632.26
<a href="#">020-601-50410</a>	Employer Paid DCP	772.81	596.62	669.02	667.94	667.96	1,001.88	967.42	669.30	673.45	669.74	587.10	547.35	8,490.59
<a href="#">020-601-50500</a>	Group Life Ins Benefit	21.75	23.51	25.34	25.38	25.37	38.09	12.69	25.36	25.41	25.35	22.41	20.80	291.46
<a href="#">020-601-50600</a>	Insurance - Liability	-	-	-	-	-	-	-	-	-	-	11,397.00	-	11,397.00
<a href="#">020-601-50610</a>	Insurance - Property	7,638.00	-	-	-	-	-	-	-	-	-	-	6,769.00	14,407.00
<a href="#">020-601-50620</a>	Insurance - Bond	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-60021</a>	Audit	-	-	-	2,917.00	-	-	-	-	800.00	-	-	-	3,717.00
<a href="#">020-601-60131</a>	Laundry / Uniforms	-	-	-	-	54.91	82.67	146.86	-	-	230.35	-	-	514.79
<a href="#">020-601-60210</a>	Computer Maintenance & Software	55.57	289.67	49.67	54.97	829.55	49.67	5.70	112.60	342.00	6.45	-	-	1,795.85
<a href="#">020-601-60211</a>	Data Processing Contract Maint	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-60250</a>	Maintenance / Repair	30,674.30	849.88	4,954.05	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	70,650.49
<a href="#">020-601-60270</a>	Maintenance - Vehicles	494.76	609.42	288.09	97.61	101.11	3,012.25	194.28	406.86	-	170.50	921.18	390.18	6,686.24
<a href="#">020-601-60310</a>	Equipment Rental	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-60315</a>	Rental of Property	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-60316</a>	Rental of Property	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-60550</a>	Printing	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-60650</a>	Membership & Publications	-	-	-	-	-	-	-	-	-	316.82	-	718.00	1,034.82
<a href="#">020-601-60710</a>	Travel & Training	-	371.61	25.92	-	-	-	-	332.54	-	708.05	19.20	1,210.81	2,668.13
<a href="#">020-601-60800</a>	Contract Services	13,481.19	7,567.13	5,491.75	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	74,398.27
<a href="#">020-601-60830</a>	Contract Services-Engineering	520.00	3,050.00	1,000.00	-	1,200.00	1,265.00	-	-	9,465.00	17,842.50	-	7,597.50	41,940.00
<a href="#">020-601-60835</a>	Contract Services-Fin.Consult.	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-60840</a>	Contract Services-Legal Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-60900</a>	Miscellaneous	45.09	51.65	35.43	39.12	41.91	36.24	38.13	30.66	35.34	36.96	14,326.35	57.21	14,774.09
<a href="#">020-601-61111</a>	Chemicals / Analysis	3,182.89	3,673.42	4,653.56	2,605.53	3,799.79	912.70	590.94	3,311.31	384.30	4,486.03	1,890.52	5,625.10	35,116.09
<a href="#">020-601-61127</a>	Tools	-	-	-	-	20.82	-	-	-	-	410.39	-	-	431.21
<a href="#">020-601-61130</a>	Office Supplies	-	14.56	441.13	-	-	-	-	311.02	15.91	-	-	279.05	1,061.67
<a href="#">020-601-61131</a>	Postage	582.50	282.50	381.83	587.50	304.17	585.00	734.82	285.00	400.00	600.00	279.83	587.50	5,610.65
<a href="#">020-601-61140</a>	Operational Supplies	129.58	13.64	10.38	-	58.70	88.16	389.60	137.56	50.11	115.47	87.45	79.09	1,159.74
<a href="#">020-601-61240</a>	Meter Expense	-	1,743.59	-	-	-	-	833.33	8,223.48	6,955.73	(29,253.15)	-	2,421.81	(9,075.21)
<a href="#">020-601-61241</a>	Utilities - Electric	16,867.83	24,365.66	12,685.39	10,023.69	7,614.41	5,344.66	2,188.64	5,185.13	7,802.34	24,760.16	-	14,540.03	131,377.94
<a href="#">020-601-61280</a>	Fuel - Vehicles	508.19	458.24	368.86	402.51	375.54	375.36	443.47	456.04	436.01	412.63	532.55	487.98	5,257.38
<a href="#">020-601-61410</a>	Newsletter	-	-	-	-	-	-	-	-	-	-	-	-	-

<a href="#">020-601-67545</a>	Principal & Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-67575</a>	Regulatory Compliance	-	1,923.60	241.41	2,062.00	-	-	1,218.00	-	-	-	-	2,575.00	8,020.01
<a href="#">020-601-67600</a>	Safety Equipment	123.66	-	190.80	-	-	-	75.59	18.86	-	74.97	170.62	-	654.50
<a href="#">020-601-67610</a>	Santa Ynez River Appropriation	-	-	-	-	5,936.24	-	-	-	-	5,274.70	-	-	11,210.94
<a href="#">020-601-67635</a>	State Water Project	72,830.13	76,596.47	76,596.47	76,596.47	72,830.13	72,830.13	72,830.13	72,830.13	72,830.13	72,830.12	-	216.16	739,816.47
<a href="#">020-601-67705</a>	Telephone	653.18	690.93	734.81	777.08	661.07	670.51	648.68	699.82	675.09	840.71	485.54	699.28	8,236.70
<a href="#">020-601-67820</a>	Write-Off Utility Plant	-	-	-	-	-	-	38.92	-	28.00	1,572.67	-	-	1,639.59
<a href="#">020-601-67821</a>	Write-Off Utility	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-68110</a>	Depreciation	-	-	-	-	-	-	-	-	-	192,064.82	14,166.67	14,166.66	220,398.15
<a href="#">020-601-69100</a>	Transfer to Other Funds	-	-	-	-	-	-	54,256.03	-	(54,256.03)	-	-	-	-
<a href="#">020-601-69400</a>	Transfer to Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-71000</a>	Buildings / Remodel	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-72100</a>	Office Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-72300</a>	Computer Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-73100</a>	Vehicles	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-73500</a>	Equipment	-	-	-	-	-	-	-	-	1,058.08	(979.43)	-	-	78.65
<a href="#">020-601-73510</a>	Equipment-Telemetry	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-73520</a>	Equipment-Booster Station	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">020-601-74100</a>	Improvements	1,243.00	-	-	-	-	-	-	-	-	-	-	-	1,243.00
	<b>Expense Total:</b>	<b>176,337.78</b>	<b>144,278.32</b>	<b>132,779.68</b>	<b>137,034.68</b>	<b>132,045.78</b>	<b>139,521.03</b>	<b>176,882.62</b>	<b>116,547.49</b>	<b>80,517.48</b>	<b>336,911.21</b>	<b>71,636.50</b>	<b>91,201.21</b>	<b>1,735,693.78</b>

<b>Fund 020 Surplus (Deficit):</b>	<b>(48,822.77)</b>	<b>(22,108.38)</b>	<b>53,059.51</b>	<b>15,196.63</b>	<b>13,160.94</b>	<b>(12,679.05)</b>	<b>(22,626.32)</b>	<b>69,542.01</b>	<b>95,266.39</b>	<b>(39,399.33)</b>	<b>140,233.97</b>	<b>130,585.24</b>	<b>371,408.84</b>
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	2016				2017									
	September	October	November	December	January	February	March	April	May	June	July	August	12-month Totals	
	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2017-2018	2017-2018		

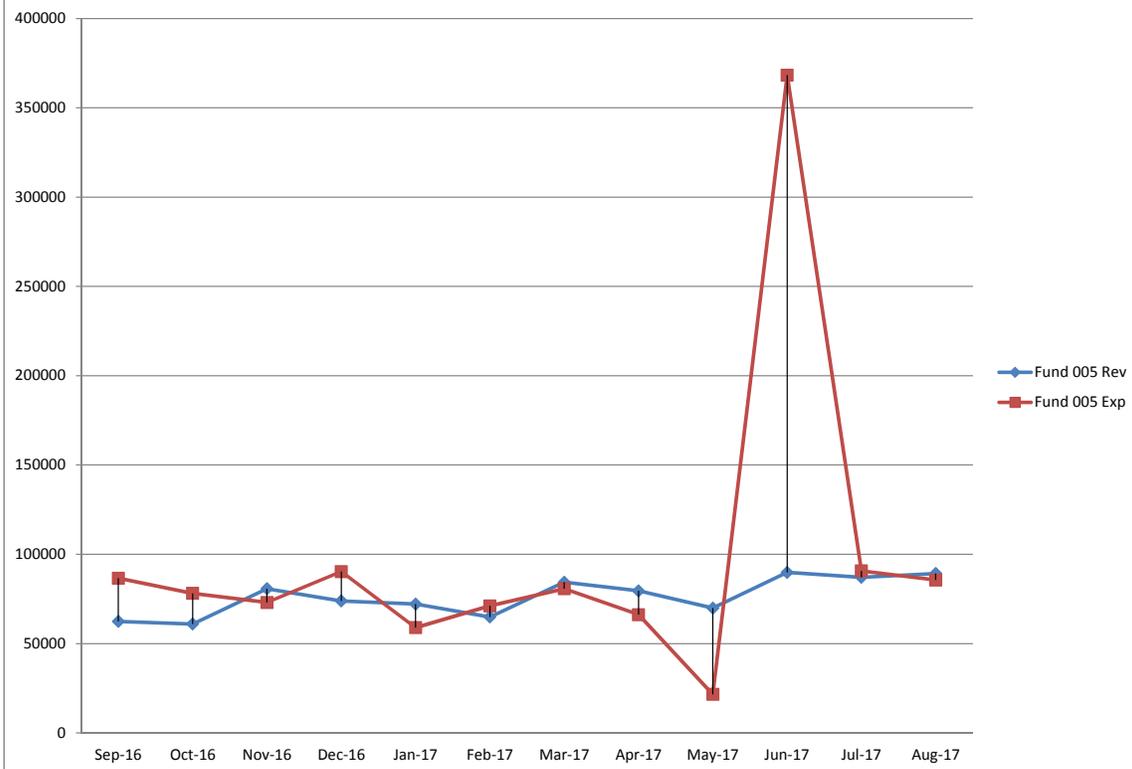
**Fund: 021 - Water Capital**

<b>Revenue</b>														
<a href="#">021-44105</a>	Interest	-	-	-	-	-	-	-	-	-	141.93	-	-	141.93
<a href="#">021-44115</a>	Connection Fees	-	-	-	-	-	-	-	-	103,048.00	39,900.00	-	37,050.00	179,998.00
<a href="#">021-49652</a>	Transfer in from Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-
	<b>Revenue Total:</b>	<b>-</b>	<b>103,048.00</b>	<b>40,041.93</b>	<b>-</b>	<b>37,050.00</b>	<b>180,139.93</b>							
<b>Expense</b>														
<a href="#">021-600-69100</a>	Water Capital Transfer to other funds	-	-	-	-	-	-	-	-	-	-	-	-	-
<a href="#">021-601-68110</a>	Depreciation	-	-	-	-	-	-	-	-	-	43.55	-	-	43.55
<a href="#">021-602-69100</a>	Transfer to Other Funds	-	-	-	-	-	-	-	-	54,256.03	(54,256.03)	-	-	-
	<b>Expense Total:</b>	<b>-</b>	<b>54,256.03</b>	<b>(54,212.48)</b>	<b>-</b>	<b>-</b>	<b>43.55</b>							

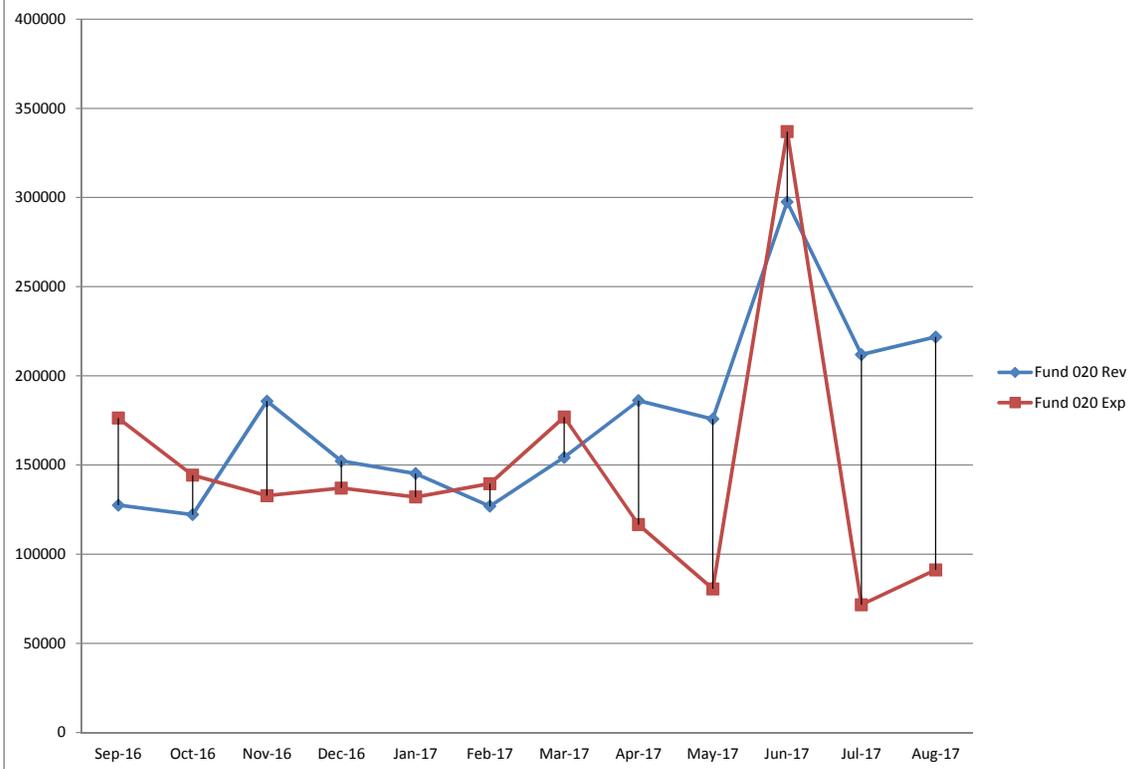
<b>Fund 021 Surplus (Deficit):</b>	<b>-</b>	<b>48,791.97</b>	<b>94,254.41</b>	<b>-</b>	<b>37,050.00</b>	<b>180,096.38</b>								
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\*\*\*NOTE: Capital Items are Included in the Depreciation Category, Depreciation is calculated at the End of the Fiscal Year. Estimated annual depreciation for Fund 005 is \$250,000 and for Fund 020 is \$177,000.

**Sewer Fund 005 Revenue vs Expenditures**



**Water Fund 020 Revenue vs Expenditures**



**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: September 28, 2017

Subject: Revenue and Expenditure Reports through June 30, 2017

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**BACKGROUND**

The attached reports compare month-to-month data covering the period July 1, 2016 through June 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 revenue and expenditures are both under budget for the 2016-17 Fiscal Year. All anticipated revenue and expenditures are included for this period however future adjustments may be required upon audit.

**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 June 30, 2017



City of Buellton, CA

# ATTACHMENT 1

## General Fund Monthly Revenue (Unaudited) For FY 2016/2017 - July 2016 through June 2017

2016

2017

July 2016-2017    August 2016-2017    September 2016-2017    October 2016-2017    November 2016-2017    December 2016-2017    January 2016-2017    February 2016-2017    March 2016-2017    April 2016-2017    May 2016-2017    June 2016-2017    FY 2016-2017

Fund: 001 - General Fund

Revenue	July 2016-2017	August 2016-2017	September 2016-2017	October 2016-2017	November 2016-2017	December 2016-2017	January 2016-2017	February 2016-2017	March 2016-2017	April 2016-2017	May 2016-2017	June 2016-2017	FY 2016-2017
001-41005 Property Taxes - Secured	-	-	-	-	185,289	469,114	-	-	-	509,170	1,644	74,548	1,239,766
001-41010 Property Taxes - Unsecured	-	-	-	52,023	-	-	-	-	-	-	-	403	52,426
001-41015 Homeowners Exemptions	-	-	-	-	-	-	3,296	-	-	-	2,307	-	5,604
001-41020 Franchise Fees	6,149	6,988	18,206	11,540	6,145	18,260	6,311	6,392	77,833	30,619	6,581	26,823	221,847
001-41025 Sales Tax	-	152,500	402,628	150,800	150,800	252,379	128,000	128,000	170,500	263,389	150,000	293,056	2,242,052
001-41030 Sales Tax Compensation	-	279,846	-	-	-	-	-	-	-	-	-	-	279,846
001-41035 Transient Occupancy Tax	209,559	184,553	164,629	147,288	138,761	124,913	92,411	115,331	159,062	188,535	187,711	225,967	1,938,720
001-41040 Property Transfer Tax	5,442	1,786	4,975	2,424	3,126	1,857	6,989	-	515	3,625	6,856	5,961	43,555
001-42010 Zoning Clearance	225	90	135	135	225	361	270	225	359	225	45	135	2,430
001-42015 Small Permits	1,000	4,000	-	-	-	-	-	-	1,000	1,500	295	-	7,795
001-43005 Motor Vehicle in Lieu Tax	-	-	-	-	-	-	-	-	-	-	-	-	2,221
001-43010 MV License Fee Compensation	-	-	-	-	-	-	212,523	-	-	-	210,303	(2,221)	420,605
001-43015 COPS grant	-	-	-	-	-	-	-	-	-	-	-	-	-
001-43020 CA Indian Gaming Grant	-	-	-	-	-	-	-	-	-	-	-	-	-
001-43035 CA Prop 1B Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
001-43040 Beverage Container Grant	-	-	-	-	-	5,000	-	-	-	-	-	-	5,000
001-44005 Buellton Recreation Program	20,708	12,731	8,237	8,784	10,815	8,201	7,264	4,262	14,184	14,057	24,914	39,143	173,299
001-44010 Recreation Program 50/50	-	-	-	5,159	-	-	-	(3,644)	7,451	-	-	-	2,584
001-44015 Buellton Rec Program Trips	6,136	500	2,721	372	1,396	1,709	3,020	90	552	4,896	10,282	1,925	33,598
001-44020 Park Reservation Fees	750	320	280	600	(240)	-	200	200	2,620	840	640	480	6,690
001-44025 Event Application Fee/Temp Use	155	-	255	255	55	-	-	310	255	100	155	255	1,795
001-44035 Cost Reimbursement	-	-	-	-	-	-	-	-	-	-	-	-	-
001-44105 Interest	183	2,949	7,332	916	22	7,247	661	439	9,101	217	545	11,261	40,873
001-44250 Miscellaneous	1,259	828	243	863	672	1,053	1,571	1,361	526	801	4,045	2,342	15,565
001-45005 Criminal Fines & Penalties	57	42	62	42	146	52	28	-	-	217	11	38	694
001-45010 Fines & Fees	1,483	1,888	1,120	1,519	2,640	2,229	1,992	-	-	5,980	3,493	2,058	24,402
001-49010 Rent	7,965	7,180	7,435	8,033	7,798	6,945	7,850	2,411	12,813	8,760	7,420	7,905	92,514
001-49526 CA Mandated Cost Reimbursement	-	-	-	-	-	-	-	-	-	-	-	-	-
001-49532 Code Enforcement Fines	-	-	-	100	-	-	-	-	-	100	-	100	300
001-49536 Conditional Use Permit	-	-	-	-	-	-	-	-	-	-	-	-	-
001-49548 Document Sales	-	-	-	-	-	-	-	-	-	-	-	-	-
001-49566 Home Occupation Permit	25	-	-	-	-	-	-	-	-	-	25	-	50
001-49585 Miscellaneous Permits	-	-	-	-	-	-	-	-	-	-	-	-	-
001-49609 Sale of Property	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Revenue Total:</b>	<b>261,096</b>	<b>656,200</b>	<b>618,257</b>	<b>390,852</b>	<b>507,649</b>	<b>899,318</b>	<b>472,387</b>	<b>255,378</b>	<b>456,770</b>	<b>1,033,031</b>	<b>617,272</b>	<b>694,986</b>	<b>6,863,196</b>

Percentage Received: 98%  
Budget: 6,999,437



City of Buellton, CA

# General Fund Monthly Expenditures (Unaudited)

For FY 2016/2017 - July 2016 through June 2017

Department	2016						2017						FY 2016-2017
	July 2016-2017	August 2016-2017	September 2016-2017	October 2016-2017	November 2016-2017	December 2016-2017	January 2016-2017	February 2016-2017	March 2016-2017	April 2016-2017	May 2016-2017	June 2016-2017	
<b>Fund: 001 - General Fund</b>													
<b>Expense</b>													
401 - CITY COUNCIL	10,699	9,356	11,110	9,511	8,747	10,725	8,935	14,223	9,872	9,786	12,987	9,403	125,354
402 - CITY MANAGER	21,201	16,648	24,642	16,812	16,832	17,256	19,464	26,122	16,146	16,689	17,086	22,869	231,767
403 - CITY CLERK	9,559	7,824	13,539	11,554	7,707	7,465	7,979	12,147	7,870	7,815	9,527	9,626	112,612
404 - CITY ATTORNEY	2,020	10,744	14,288	9,454	13,296	10,241	11,877	10,352	10,135	10,223	9,889	21,700	134,219
410 - NON-DEPARTMENTAL	246,657	56,919	53,853	60,316	79,408	62,577	54,837	55,375	36,649	53,402	51,644	81,763	893,400
411 - 411	-	-	-	-	-	-	-	-	-	-	-	-	-
420 - FINANCE	14,943	16,271	15,993	15,906	15,767	15,120	13,308	16,379	15,750	13,797	14,333	43,214	210,782
501 - PUBLIC SAFETY - POLICE/FIRE	284,694	145,833	192,766	144,178	191,470	1,786	284,938	193,312	145,704	143,210	1,566	193,425	1,922,881
510 - LEISURE SERVICES - LIBRARY	323	141,996	332	307	219	196	206	239	196	170	191	2,528	146,902
511 - RECREATION	58,320	59,403	46,594	38,754	30,447	34,100	41,549	46,892	36,603	49,089	34,590	47,483	523,824
550 - PUBLIC WORKS - STREET LIGHTS	4,794	4,810	4,925	4,882	4,968	3,267	6,996	5,283	5,330	5,120	5,142	10,263	65,779
551 - STORM WATER	2,946	14,540	16,035	9,805	16,489	5,940	6,805	18,210	26,130	2,782	19,968	39,490	179,140
552 - PUBLIC WORKS - PARKS	36,133	17,318	17,001	5,003	35,813	16,572	13,869	15,005	37,322	16,913	17,728	54,157	282,836
556 - PUBLIC WORKS - LANDSCAPE MAINTENANCE	4,262	4,098	5,083	384	7,720	3,908	6,105	6,184	5,007	4,300	4,409	29,462	80,923
557 - PUBLIC WORKS - ENGINEERING	-	10,538	7,738	9,955	8,325	10,190	6,978	17,593	(80,725)	-	9,410	-	-
558 - PUBLIC WORKS - GENERAL	38,643	46,099	48,976	43,642	53,817	64,658	43,085	57,234	48,676	318,747	39,800	81,781	885,157
565 - PLANNING	49,350	28,549	24,147	26,480	26,807	20,362	27,543	26,159	28,177	32,379	22,873	37,754	350,580
Transfer to CIP Fund 092 (Updated Quarterly)	-	-	-	-	-	-	-	-	201,296	-	-	7,329	208,625
<b>Expense Total:</b>	<b>784,543</b>	<b>590,945</b>	<b>497,021</b>	<b>406,944</b>	<b>517,832</b>	<b>284,363</b>	<b>554,475</b>	<b>520,709</b>	<b>550,139</b>	<b>684,421</b>	<b>271,142</b>	<b>692,246</b>	<b>6,354,780</b>

Percentage Spent: 91%  
Original Budget: 6,999,937

**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: September 28, 2017

Subject: Revenue and Expenditure Reports through August 31, 2017

---

**BACKGROUND**

The attached reports compare month-to-month data covering the period July 1, 2017 through August 31, 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 slightly over 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 August 31, 2017

# ATTACHMENT 1



City of Buellton, CA

## General Fund Monthly Revenue (Unaudited)

For FY 2017-2018 - July 2017 Through June 2018, as of 8/31/17

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	FY 2017-2018

Fund: 001 - General Fund

Revenue												
001-41005	Property Taxes - Secured	-	-	-	-	-	-	-	-	-	-	-
001-41010	Property Taxes - Unsecured	-	-	-	-	-	-	-	-	-	-	-
001-41015	Homeowners Exemptions	-	-	-	-	-	-	-	-	-	-	-
001-41020	Franchise Fees	7,597.86	-	-	-	-	-	-	-	-	-	7,597.86
001-41025	Sales Tax	154,500.00	-	-	-	-	-	-	-	-	-	154,500.00
001-41035	Transient Occupancy Tax	311,994.84	-	-	-	-	-	-	-	-	-	311,994.84
001-41040	Property Transfer Tax	3,519.45	-	-	-	-	-	-	-	-	-	3,519.45
001-42010	Zoning Clearance	135.00	135.00	-	-	-	-	-	-	-	-	270.00
001-42015	Small Permits	25.00	-	-	-	-	-	-	-	-	-	25.00
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	-	-	-	-	-	-	-	-	34,409.94
001-44010	Recreation Program 50/50	-	-	-	-	-	-	-	-	-	-	-
001-44015	Buellton Rec Program Trips	9,649.30	5,389.27	-	-	-	-	-	-	-	-	15,038.57
001-44020	Park Reservation Fees	320.00	600.00	-	-	-	-	-	-	-	-	920.00
001-44025	Event Application Fee/Temp Use	-	255.00	-	-	-	-	-	-	-	-	255.00
001-44035	Cost Reimbursement	-	-	-	-	-	-	-	-	-	-	-
001-44105	Interest	417.21	451.90	-	-	-	-	-	-	-	-	869.11
001-44250	Miscellaneous	459.97	1,203.28	-	-	-	-	-	-	-	-	1,663.25
001-45005	Criminal Fines & Penalties	59.02	-	-	-	-	-	-	-	-	-	59.02
001-45010	Fines & Fees	1,903.46	-	-	-	-	-	-	-	-	-	1,903.46
001-49010	Rent	8,385.00	6,950.00	-	-	-	-	-	-	-	-	15,335.00
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	-	-	-	-	-	-	-	-	50.00
001-49585	Miscellaneous Permits	-	-	-	-	-	-	-	-	-	-	-
001-49609	Sale of Property	-	-	-	-	-	-	-	-	-	-	-
<b>Revenue Total:</b>		<b>526,347.81</b>	<b>27,062.69</b>	-	-	-	-	-	-	-	-	<b>553,410.50</b>

Percentage Received: 8%

Original Budget: \$ 6,612,645.00  
 Budget Amendment No. 17-16 \$ 113,000.00  
 Revised Budget: \$ 6,725,645.00



City of Buellton, CA

## General Fund Monthly Expenditures (Unaudited)

For FY 2017-2018 - July 2017 Through June 2018, as of 8/31/17

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		
<b>Fund: 001 - General Fund</b>														
<b>Expense</b>														
401 - CITY COUNCIL	13,273.01	9,342.55	-	-	-	-	-	-	-	-	-	-	-	22,615.56
402 - CITY MANAGER	17,171.36	17,093.84	-	-	-	-	-	-	-	-	-	-	-	34,265.20
403 - CITY CLERK	7,685.62	8,012.39	-	-	-	-	-	-	-	-	-	-	-	15,698.01
404 - CITY ATTORNEY	-	10,502.78	-	-	-	-	-	-	-	-	-	-	-	10,502.78
410 - NON-DEPARTMENTAL	298,255.92	57,014.54	-	-	-	-	-	-	-	-	-	-	-	355,270.46
411 - 411	-	-	-	-	-	-	-	-	-	-	-	-	-	-
420 - FINANCE	19,455.35	14,412.14	-	-	-	-	-	-	-	-	-	-	-	33,867.49
501 - PUBLIC SAFETY - POLICE/FIRE	-	285,393.74	-	-	-	-	-	-	-	-	-	-	-	285,393.74
510 - LEISURE SERVICES - LIBRARY	14.60	142,061.43	-	-	-	-	-	-	-	-	-	-	-	142,076.03
511 - RECREATION	66,161.10	59,270.03	-	-	-	-	-	-	-	-	-	-	-	125,431.13
550 - PUBLIC WORKS - STREET LIGHTS	-	4,994.65	-	-	-	-	-	-	-	-	-	-	-	4,994.65
551 - STORM WATER	(755.70)	10,165.60	-	-	-	-	-	-	-	-	-	-	-	9,409.90
552 - PUBLIC WORKS - PARKS	39,234.28	37,567.77	-	-	-	-	-	-	-	-	-	-	-	76,802.05
556 - PUBLIC WORKS - LANDSCAPE MAINTENANCE	1,478.29	10,885.88	-	-	-	-	-	-	-	-	-	-	-	12,364.17
557 - PUBLIC WORKS - ENGINEERING	-	360.00	-	-	-	-	-	-	-	-	-	-	-	360.00
558 - PUBLIC WORKS - GENERAL	34,181.06	42,855.94	-	-	-	-	-	-	-	-	-	-	-	77,037.00
565 - PLANNING	29,923.51	33,124.52	-	-	-	-	-	-	-	-	-	-	-	63,048.03
Transfer to CIP Fund 092 (updated in September)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Expense Total (Actual through August):</b>	<b>526,078.40</b>	<b>743,057.80</b>	-	-	-	-	-	-	-	-	-	-	-	<b>1,269,136.20</b>
<b>Percentage Spent</b>													20%	
<b>Budget:</b>													<b>\$ 6,370,555.00</b>	

**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: September 28, 2017

Subject: Financial Report for Fourth Quarter Ending June 30, 2017

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**BACKGROUND**

Four times each year, City staff completes a comprehensive analysis of City finances, including projected fund balances, revenues to date, departmental budgets, expenditures, encumbrances and potential budget adjustments. This financial report focuses on the Fourth Quarter and summarizes the quarter ended June 30, 2017 for the General Fund and Enterprise Funds.

The attached report provides an overview of the current economic outlook on the local, state and national levels; General Fund revenues, expenditures, projected fund balances; and activity in the two Enterprise Funds. Though this information is not audited and does not contain all the usual periodic adjustments, accruals or disclosures, the information does provide a picture of the City's activity and developing financial trends.

**FISCAL IMPACT**

The interim financial statement provides the community with an understanding of the financial activity of the City's primary funds.

**RECOMMENDATION**

That the City Council receive and file the Fourth Quarter Financial Report.

**ATTACHMENTS**

Attachment 1 - Quarterly Financial Report for the period ending June 30, 2017

# CITY OF BUELLTON



## QUARTERLY FINANCIAL REPORT

Fourth Quarter Ending June 30, 2017

September 28, 2017

### Overview

The purpose of this financial report is to provide financial information for the City of Buellton. This report focuses on the fourth quarter of fiscal year 2016-17 and covers the period July 1, 2016 through June 30, 2017. The report is presented quarterly and concentrates on the General Fund and Enterprise Funds. The quarterly financial report presents the City's financial position, considers economic factors and highlights trends based on the City's budget versus what actually occurred during the period. A discussion of other economic factors provides a means of comparing the local economy against larger economic events that may affect the City of Buellton. This quarterly financial report is a valuable tool to the Council, staff and general public.

### US Economy

The U.S. economy expanded at a steady, but slow pace between April and June. The lack of inflation poses an issue, as it has not risen at its annual pace of anticipated 2% per year for the past six years. Janet L. Yellen, the federal chairwoman, told Congress this month that she expects inflation to rebound. But she said the government could change course if weakness persists, for example, not moving forward with additional interest rate increases.

The Federal Reserve raised the interest rate in June for the third consecutive quarter which indicates a strengthening economy. Lenders are seeking opportunities to take larger risks and allow for more consumers to borrow at the current low rate usually reserved for good credit consumers.

It appears the labor market has been strengthening, and economic activity has been rising. According

to the U.S. Bureau of Labor Statistics, the national unemployment rate rose to 4.4 percent from 4.3 percent. Employment rose in health care, social assistance, financial activities, and mining. The Consumer Price index (CPI) rose 1.6% compared to June 2016.

### State Economy

The California Employment Development Department says the state's unemployment rate was 4.7 percent in June, unchanged from the previous month. California's statewide median existing single home sales price increased by 2.3 percent to \$550,000 in May compared to April. This was \$44,330 lower than the pre-recession peak of \$594,530 in May 2007.

### City of Buellton

The City's General fund ended the fourth quarter of 2016-17 with about \$7.2 Million in fund balance and finished the quarter with over \$6.6 Million in cash reserves. Revenues ended at 97 percent of budget while expenditures stayed within appropriations, ending the year at 91 percent. This reflected prudent spending against solid revenue streams throughout the fiscal year. The Enterprise funds completed the year with mixed results. The Water Fund experienced a profit and Wastewater fund experienced a net operating loss during the year. Future rate increases in November 2017 are expected to reverse future operating deficits and fund planned capital improvement projects. The first of three rate increases occurred in the middle of the second fiscal quarter. The results of the increase will take a full year to analyze and determine the degree of reversal of the negative trend in the Enterprise funds. Details are provided in a later discussion.

**GENERAL FUND**

**General Fund Balance**

The chart below shows that with 100 percent of the year complete, revenues are slightly below projections at 98 percent while expenditures fell below expected at 91 percent of appropriations. “Revenue versus budget” gaps are explained in the next paragraph.

<b>General Fund - Fund Balance</b>	<b>Budget</b>	<b>Actual</b>	<b>Percent</b>
Balance, at Start of Year	\$ 7,500,000	\$ 6,700,000	
Revenues *	6,999,437	6,863,196	98%
Expenditures *	(6,999,937)	(6,354,780)	91%
Expenditures - Restricted Cash			
Balance, at End of Quarter	<u>\$ 7,499,500</u>	<u>\$ 7,208,416</u>	

The chart below provides summary comparison information on revenues and expenditures for the year ending June 30, 2017 versus the prior year ending June 30, 2016. Total revenues are higher in the prior year by almost \$430,000. The major cause of this variance is due to higher Property Tax receipts resulting from a one-time distribution after the Redevelopment dissolution. Expenditures are lower in this fiscal year compared to the prior year by over \$5 million. The cause is due to required payouts resulting from the Redevelopment dissolution. Revenue and expenditure activity ended the fiscal year within appropriations and key revenue sources maintained steady streams. Budgeted Capital projects include Storm Drain Cleaning/Retrofit, Facilities Maintenance, Painting of City Hall, City Hall Roof and Restroom Repairs, Village Park improvements, Road Maintenance and Industrial Way Streetlights. Project activity during the quarter included Storm Drains and Industrial Way Streetlights. Painting of City Hall was completed during the first quarter.

<b>General Fund</b>	<b>2016-17</b>	<b>2015-16</b>	<b>Over (Under)</b>
<b>Revenues:</b>			
Taxes	6,023,815	6,395,579	(371,764)
Fees and Permits	10,225	31,170	(20,945)
Fines and Penalties	25,096	39,875	(14,779)
Charges For Current Services	224,498	243,718	(19,220)
Other Revenues	579,562	580,130	(568)
<b>Total Revenues</b>	<b>6,863,196</b>	<b>7,290,472</b>	<b>(427,276)</b>
<b>Expenditures:</b>			
General Government	6,300,070	11,501,829	(5,201,759)
Minor Capital	54,710	20,414	34,296
<b>Total Expenditures</b>	<b>6,354,780</b>	<b>11,522,243</b>	<b>(5,167,463)</b>

**Top Five Revenues**

Top Five Revenues	Budget	YTD Actual	Percent
Sales Tax	2,250,000	2,521,898	112%
TOT	1,850,000	1,938,720	105%
Property Tax	1,223,000	1,341,350	110%
MVLF	422,400	422,826	100%
Franchise Fees	220,000	221,847	101%
Other Revenues	1,034,037	416,555.13	40%
<b>Total Revenues</b>	<b>6,999,437</b>	<b>6,863,196</b>	<b>98%</b>

**Sales Tax**

Sales tax receipts exceeded budget amounts for the fiscal year. Sales Tax payments fluctuate each month in conjunction with seasonal flows. The City's Sales Tax is the top revenue source in the General Fund and ended the fiscal year at 112 percent. Sales Tax Compensation from the County contributed to the increase in Sales Tax. This is a one-time payment as a result of the end of the Sales Tax Triple Flip Economic Recovery Bond Fund. Strong revenue streams from local sales tax are expected to increase as new businesses continue to open at the Crossroads Center.

**Transient Occupancy Tax (TOT)**

TOT revenue is a major component of the City's General Fund. The City exceeded its goal for TOT revenue against budgeted levels. Total receipts ended the year at 105 percent of expected revenue. The increase was contributed to the Hampton Inn opening in Mid-June of the fourth quarter and an increase in hotel occupancy during the busy Spring season. Payments for the reporting period are due on the 20<sup>th</sup> of the following month, and as previously mentioned, causes revenue streams to lag one month. All TOT receipts are recorded through June 2017.

**Property Tax**

The City's property tax revenues are received later in the fiscal year at intervals set by the Santa Barbara County Auditor-Controller. Property tax exceed budget at 110 percent. An increase this fiscal year is due to the increase in home sale prices. The City's ongoing share of property tax is expected to increase based on new development in progress.

**Motor Vehicle License Fees**

Payments for 2016-17 are at 101 percent. Payments from the the State of California are received throughout the year, usually January and June. This revenue source is trending upwards based on historic receipts.

**Franchise Fees**

Franchise fees are received monthly, quarterly and annually. The majority of the City's Franchise Fees are collected from MarBorg Industries, the City's solid waste service provider. Other franchise fees are received from various utilities. All Franchise Fees exceeded budget ending the year at 101 percent.

**Expenditures**

The chart below summarizes operating costs by department and shows that four budget units are over budget. The General fund is within budget at the end of the fourth quarter for all departments in total.

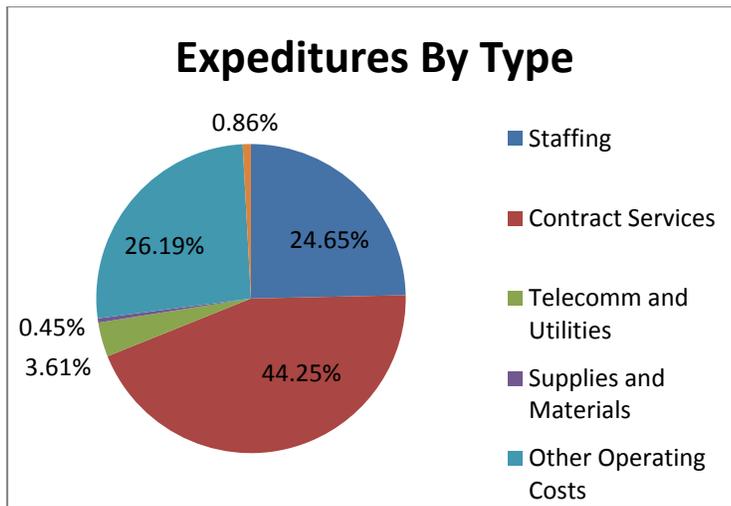
<b>Department Expenditures</b>	<b>Budget</b>	<b>YTD Actual</b>	<b>% Expended</b>
City Council	131,503	125,354	95%
City Manager	233,381	231,767	99%
City Clerk	116,525	112,612	97%
City Attorney	175,000	134,219	77%
Non-Departmental	1,608,096	919,530	57%
Finance	189,614	210,782	111%
Police and Fire	1,981,688	1,922,881	97%
Library	148,541	146,902	99%
Recreation	481,904	523,824	109%
Street Lights	55,000	65,779	120%
Storm Water	195,600	153,010	78%
Public Works - Parks	331,000	282,836	85%
Public Works - Landscape	106,000	80,923	76%
Public Works - Engineering	110,000	-	0%
Public Works - General	662,771	885,157	134%
Planning (Comm Dev)	473,314	350,580	74%
Transfer to CIP Fund 92	-	208,625	
<b>Total All Departments</b>	<b>6,999,937</b>	<b>6,354,780</b>	<b>91%</b>

As of June 30, 2017 or 100 percent of the year expended, the General Fund ended the year at 91 percent spent (including CIP). Actual General Fund expenditures were at about \$6.3 Million. Almost all Budget Units ended the quarter within budget except for Finance, Recreation, Street Lights, and Public Works-General. Finance budget overage is due to Private Project Agreed Upon Procedures as authorized by City Council and due to the addition of the Accounting Technician position in August 2016. Recreation costs exceeded budget due to increased activity and staffing requirements for seasonal employees. The Recreation Center added its first Annual Summer Teen Camp. The Public Works – General budget overage is due to the purchase of vacant land and purchase of a new vehicle. An increase in electrical costs for Street Lights caused a budget overage for the period. The overall General Fund experienced a budget surplus because numerous departments ended the quarter under budget. CIP projects include Storm Drains, Facilities Maintenance, City Hall Painting and Repairs, Road Maintenance and Industrial Way Streetlights. There are no budget amendments required for the General Fund this quarter.

*Top Five Revenues for the City of Buellton' General Fund are Sales Tax, Property Tax, Transient Occupancy Tax (TOT), Motor Vehicle License Fee (MVLFF) and Franchise Fees. These revenues account for almost 91% of total General Fund Revenues.*

**Major Expenditure Variances**

Expenditures By Type	Budget	YTD Actual	% Expended
Staffing	1,750,451	1,566,437	89%
Contract Services	2,897,329	2,811,824	97%
Telecomm and Utilities	228,150	229,114	100%
Supplies and Materials	27,950	28,643	102%
Other Operating Costs	2,026,557	1,664,051	82%
Minor Capital	69,500	54,710	79%
<b>Total by Type</b>	<b>6,999,937</b>	<b>6,354,780</b>	<b>91%</b>



The chart and graph above shows General Fund operating costs and minor capital expenditures summarized by type. With 100 percent of the year expended, all budget categories are within budget with the exception of Supplies and Materials. The overage was due to the increase in printer overage charges throughout the year. The overall General Fund operating and minor capital expenditures adhered to the City’s Municipal Budget throughout fiscal year 2016-17.

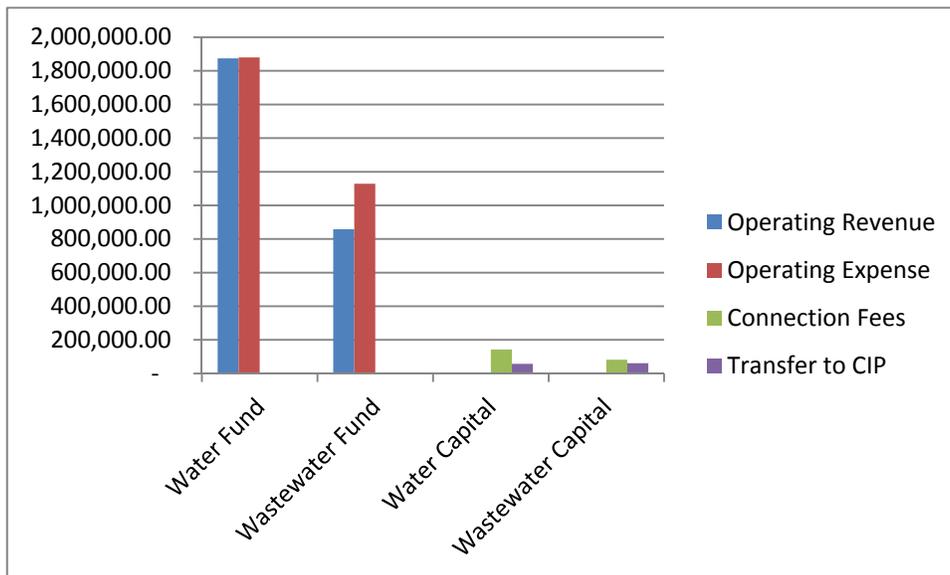
**ENTERPRISE FUNDS**

**Revenues and Expenses**

The Statement of Revenues and Expenses for the fourth quarter of Fiscal Year 2016-17 are shown below.

Enterprise Funds	Water	Wastewater	Water Capital	Wastewater Capital
<b>Revenues</b>				
Charge for Services	1,865,124	849,705	-	-
Interest Income	8,965	7,884	142	39
Connection Fees*	-	-	142,948	81,959
<b>Total Operating Revenue</b>	<b>1,874,089</b>	<b>857,589</b>	<b>143,090</b>	<b>81,998</b>
Other Revenues	52,414	5,979	-	-
<b>Total Revenues</b>	<b>1,926,503</b>	<b>863,568</b>	<b>143,090</b>	<b>81,998</b>
<b>Expenses</b>				
Operating	1,182,995	867,976	-	-
Depreciation	192,065	260,180	44	82
State Water	504,739	-	-	-
<b>Total Operating Expenses</b>	<b>1,879,799</b>	<b>1,128,156</b>	<b>44</b>	<b>82</b>
<b>Operating Profit(Loss)</b>	<b>46,704</b>	<b>(264,588)</b>	<b>143,046</b>	<b>81,916</b>
Transfers Out - CIP			(57,469)	(61,449)

\*Connection Fees used for CIP with restrictions; cannot be used for Operating costs.



Operating revenues have exceeded expenditures by over \$46,700 in the fourth quarter of Fiscal Year 2016-2017 (excludes Connection Fees and Capital Improvement expenses which are recorded in the Water Capital Fund). The Water fund utilizes reserves to fund Capital Improvement projects (CIPs) which are budgeted at \$500,000 in the current fiscal year. The total CIP budget for fiscal year 2016-17 includes Reservoirs 1 & 2 Improvements, Water Treatment Plant Facilities Improvement, Water Treatment Backwash Reclamation Improvement Project, Water Distribution System Improvement, and Recycled Water Replacement Project. Water rate increases took place almost half way through the fiscal year, in November 2016. The rate increases will help reverse the operating deficit and fund the capital improvement projects. The operating loss has reversed as of the fourth quarter, and is currently operating with a profit. The Water Fund ended the fourth quarter with approximately \$1.4 Million in cash reserves.

### **Wastewater Fund**

Wastewater Fund Operating expenditures exceeded operating revenues causing the Wastewater fund to experience a net operating loss of over \$264,588 in the fourth quarter of 2016-17 (excludes Connection Fee revenue and Capital Improvement Project expenses which are recorded in the Wastewater Capital Fund). The Wastewater fund utilizes reserves to fund Capital Improvement projects (CIPs) which are budgeted at \$250,000 in 2016-17. The total CIP budget for fiscal year 2016-17 includes Wastewater Treatment Plant Facilities Improvements, Sewer Collection System Clean (CCTV) and Sewer Line Replacement. Wastewater rate increases took place in November 2016. The rate increases will help reverse the operating deficit and fund the capital improvement projects. The operating loss has not reversed as of the fourth quarter report, however, the trend is expected to improve once the Wastewater fund experiences a full fiscal year of the rate increase. The Wastewater fund ended the fourth quarter with about \$1.4 Million in cash reserves.

### **Water Capital**

Water Capital Fund is a new fund to record Connection Fees and CIP expenditures. The change in fund balance is due to planned expenditures for CIPs exceeding estimated Connection Fee revenue and offset by any existing fund balance. CIP expenditures for FY 16/17 consisted of the above mentioned in the Water Fund.

### **Wastewater Capital**

Wastewater Capital Fund is a new fund to record Connection Fees and CIP expenditures. The change in fund balance is due to planned expenditures for CIPs exceeding estimated Connection Fee revenue and offset by any existing fund balance. CIP expenditures for FY 16/17 consisted of the above mentioned in the Wastewater Fund.

**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: September 28, 2017

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

---

**BACKGROUND**

Attached is the Second Quarterly Report for 2017 from Visit Santa Ynez Valley.

**FISCAL IMPACT**

None

**RECOMMENDATION**

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

**ATTACHMENTS**

Attachment 1 – Quarterly Report for Second Quarter 2017 from Visit Santa Ynez Valley



**2<sup>nd</sup> Quarter 2017 Report of the Santa Ynez Valley Hotel Association (dba Visit the Santa Ynez Valley) – Submitted 8/29/17**

VisitSYV is reporting activity since the 2017 1st 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 April 1, 2017 - \$170,429

TBID Funding received 4/1/17 through 6/30/17 - \$197,281

Membership income - \$4,375

**Total Income received - \$201,656**

**Expenses**

Advertising/Marketing - \$96,202

Grants/Special Projects - \$12,500

Travel & Conventions - \$9,578

Personnel Costs - \$47,623

Contract services - \$30,842

Facilities/equipment - \$1,798

Operations - \$1,446

Other expenses - \$5,331

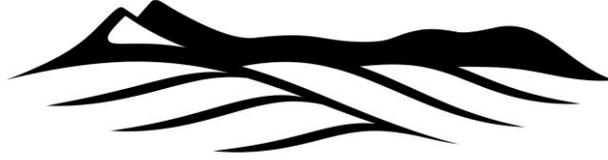
**Total expenses - \$205,320**

**Membership**

We receive TBID funding from 33 lodging properties and currently have **182 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 (April 1, 2017 – June 30, 2017)

### Santa Ynez Valley Marketing Campaign

The second 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. Second quarter marketing results are detailed below.

### **Creative**

VisitSYV kicked off Q2'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.



Visit Santa Ynez Valley  
Sponsored · 🌐

Like Page

Miles of scenic hiking, biking, horseback riding, and more await in the beautiful Santa Ynez Valley.

Discover SYVibes  
Click for wine, cuisine & adventure

VISITSYV.COM

Learn More





**Print Advertising Campaign**

We ran the following print in April 2017:

Publication	Issue	Circulation
Sunset (SoCal Insider)	April	350,000
Gentry	April	107,200

**Public Relations Campaign**

Public relations efforts in the second quarter of 2017 included drafting and/or regional/national distribution of the following press releases:

- **Wine Country Wellness** (distributed in April): As health and wellness is now a major travel factor for many, this release showcased the Santa Ynez Valley as a healthy, balanced wine country destination.
- **Relaxation in the Santa Ynez Valley** (drafted in June): This release focused on the fact that 62% of travelers want their domestic vacation/trip to be “laid back and relaxed” according to AARP.
- **What’s New in the Santa Ynez Valley** (drafted in June): This release was a round-up of all the new and up-and-coming establishments within the Santa Ynez Valley, offering a slew of new reasons to savor, sip, and explore wine country.

PR efforts also included media outreach and media visit coordination with Reno Mauricio of Safari Magazine (Portugal), Peter Fish of Marin Magazine, Chandra Grant of Latitude 35°, Stuart Brazell of [www.stuartsays.com](http://www.stuartsays.com), Andrea Feczko of [www.andreafezko.com](http://www.andreafezko.com), Kristen Haney formerly of Diablo Magazine, Kristen Schott of Modern Luxury Magazine, Rachel Ng of Westways, Elisabeth Abrahamson of Westways, Nelly Jacques of Le Petit Fute, Juli Bauer of PaleOMG, and Brooke Porter Katz of Martha Stewart Living, Martha Stewart Weddings and Bloomberg Pursuits. We also received visitation and coverage inquiries from David Hammond of Chicago Sun-Times, Johnny Discala of Johnny Jet’s Travel, Sheryll Alexander of Chrysler/Mazda Global Lifestyle, Pamela Lanier of Bed & Breakfast, and Deborah Grossman, freelance travel writer.

**Public Relations Results**

Total value of public relations media coverage for Q2 2017: **\$763,360**

Total circulation/viewership of editorial coverage for Q2 2017: **38,181,617**

# SANTA YNEZ VALLEY

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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 Content Amplification for the second quarter. See the metrics below for Web Banner Advertising.

### Google Display Ads

#### Northern California

**1,411,195** total impressions

**3,544** clicks

**0.26%** CTR

#### Southern California

**1,321,439** total impressions

**3,360** clicks

**0.26%** CTR

### Content Amplification

In Q2, we amplified two separate stories and pointed the traffic towards our blog on VisitSYV.com. See below for the results.

#### Touring Through Santa Ynez Valley

Impressions: **491,860**

Clicks: **245**

Avg. CTR: **0.05%**

#### Find Wellness in Wine Country

Impressions: **1,701,876**

Clicks: **268**

Avg. CTR: **0.2%**

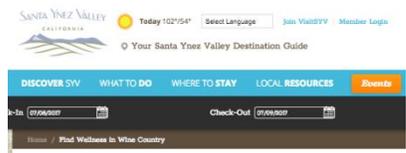


#### Touring Through the Santa Ynez Valley



With so many constraints on and so much demand for our time these days, it's incredible to get away even for a few days—especially when that time away is in the middle of California's Central Coast. More specifically, the Santa Ynez Valley. With its gorgeous vineyards to explore, charming inns and B&Bs to stay at, and miles of open road to drive, the Santa Ynez Valley is the perfect place to relax, unwind, and forget about real life for a while. And with six distinct communities to discover, all within close proximity of each other, exploring the back roads and byways of the Santa Ynez Valley is simple and fun.

There are few folks who know the open road more than CarRentals.com, which is why we've partnered with them to present the top places in the Santa Ynez Valley to explore on your next trip. Here are CarRentals.com's recommended ways to tour the Santa Ynez Valley.



#### Find Wellness in Wine Country



Wine and wellness don't always go hand in hand, but the two experiences are far from mutually exclusive and nowhere is the growing trend of combining them more evident than in the Santa Ynez Valley.

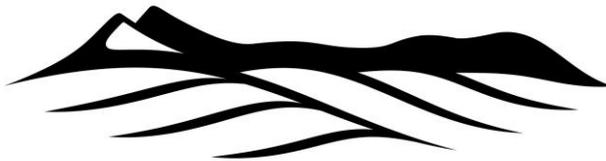
Studies suggest that moderate wine consumption can lead to a healthier heart, strengthen bones, sharpen minds, and even help protect against some cancers. And with more than 100 wineries, the Santa Ynez Valley has much to offer. Likewise, the benefits of engaging in wellness activities have been suggested to include positive impacts on our physical, social, mental, emotional, and spiritual health.

But the health benefits of a visit to the Santa Ynez Valley go far beyond the world-class wines that the region's soils nourish, or a few gratuitous wellness tips. From a culinary culture steeped in the farm-to-table movement, to unique activities such as grape spa treatments and vineyard yoga, to endless outdoor pursuits, wine and wellness are ingrained in the culture of the Santa Ynez Valley and there are ample ways to make both a part of any visit.

Here are just a few highlights:

# SANTA YNEZ VALLEY

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## Facebook

### *Northern California*

**520,363** total impressions

**5,490** clicks

**.95%** CTR

### *Southern California*

**320,448** total impressions

**3,850** clicks

**1.49%** CTR

## Instagram

### *Northern California*

**2,514** total impressions

**28** clicks

**1.03%** CTR

### *Southern California*

**4,468** total impressions

**21** clicks

**0.48%** CTR

## Website

Since our **website** debuted on April 6, 2014, we have now received **1,326,443** pageviews. The site has also garnered **91,667** 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**. In March 2016, we contracted with a Search Engine Optimization vendor, *SearchEngine Pros*; comparing 2016 Q2 with 2017 Q2, we can see site sessions increased by **20.48%** and users increased by **18.76%**.

Visit Santa Ynez Valley  
Sponsored · 🌐

Like Page

Miles of scenic hiking, biking, horseback riding, and more await in the beautiful Santa Ynez Valley. #visitsyv #syvibes

Discover SYVibes  
Click for wine, cuisine & adventure

VISITSYV.COM

Learn More

203 Reactions 20 Shares

Like Comment Share

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## Social Media Stats

- Our **Facebook** audience has increased to over **13,693** likes.
- VisitSYV **Twitter** account has **3,699** followers.
- VisitSYV **Instagram** continues to climb in followers, with **2,510** followers. Engagement has increased with the use of the #SYVibes hashtag.

## Additional Print Advertising

### BrandUSA Canada West Multi Channel Co-Operative Ad Buy with Central Coast Tourism Council Retreat

We partnered with 3 other Central Coast DMOs who are also members of the Central Coast Tourism Council to purchase a print and digital ad buy with BrandUSA in Western Canada. The Santa Ynez Valley was part of a one page print advertorial in the “Travel USA” print and digital insert which ran in The Vancouver Sun (**66,000 circulation**), Edmonton Journal (**110,000 circulation**), The Province (63,000 circulation), and Calgary Herald (**111,000 circulation**) in May 2017 issues for a **350,000 total print distribution**.

### 2017 Central Coast Tourism Council Map Listing

VisitSYV purchased a listing in the annual Central Coast Tourism Council map, with **200,000** full color maps printed and distributed annually via California Welcome Centers, Central Coast visitor centers, airports and additional locations across the state of California, internationally, and through worldwide tradeshow and media events.

### Solvang Chamber of Commerce Walking Map (May release)

VisitSYV purchased the full back page of the Solvang Chamber of Commerce’s new Spring 2017 walking map. The map has a print circulation of 10,000 copies and is distributed to Santa Ynez Valley visitors and out of town guests via select retailers and the Solvang Visitor Center.

### Santa Ynez Valley Star

VisitSYV sponsors 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.

### **Trade Shows**

#### **IPW 2017**

The Santa Ynez Valley was represented with its very own branded booth and book of appointments with international travel buyers and media at IPW 2017 in Washington, DC. VisitSYV Executive Director Shelby Sim and Director of Marketing Danielle Laudon, Tracy Farhad (Executive Director, Solvang Conference & Visitors Bureau), and Kathy Vreeland (Executive Director, Buellton Visitors Bureau and Chamber of Commerce) represented the Santa Ynez Valley as a single destination at IPW. VisitSYV also partnered with the Solvang Conference & Visitors Bureau and the Buellton Visitors Bureau to provide a coordinated effort in bringing media and coverage to our region. While Vreeland and Farhad met with travel buyers, Shelby Sim and Danielle Laudon attended the media marketplace, meeting with over 20 journalists, major publications and freelance writers to plan visits in the coming year to the area. It was another very successful show, and with a consistent annual presence at international travel trade shows like IPW, the Santa Ynez Valley is becoming a well-regarded, year-round destination promoted by agencies around the world.

### **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 second seminar of 2017 at the Sideways Inn with 28 hospitality professionals in attendance on April 25, 2017 in Buellton. 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.

# SANTA YNEZ VALLEY

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## Staff & Board Development

### Central Coast Tourism Council Planning Retreat & Conference

Shelby Sim & Danielle Laudon attended the Central Coast Tourism Council (CCTC) Planning Retreat Mixer which kicked off the CCTC Retreat & Planning Conference on Thursday, April 27, 2017 at the Santa Barbara Zoo. Danielle attended the two day retreat and conference Thursday, April 27 – Friday April 28th, and learned about current tourism trends via Visit California and contributed to CCTC’s revised objectives, including their digital brand strategy. VisitSYV actively participates in CCTC to learn from fellow Destination Marketing Organizations and also keep the Santa Ynez Valley top-of-mind in marketing the Central Coast brand.

### California Travel Summit

Danielle Laudon attended the 35<sup>th</sup> Annual California Travel Summit (CTS), June 27-29, 2017 in Newport Beach. CTS is an educational summit that brings the entire travel and tourism industry together for 3 days of authoritative speakers and panels on the hottest issues of the day, with networking and hands-on speakers and workshops.

### 2017 Board Retreat

VisitSYV held a Board retreat on June 21st at Roblar. Items discussed were the history of the organization, the motives behind our efforts, and what our goals are for the future.

## Grants & Special Projects 2<sup>nd</sup> Quarter 2017

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:

- Santa Barbara Vintners Festival, produced by Santa Barbara Vintners: **\$3,500**
- Riders in the Sky Concert, produced by Solvang Festival Theater : **\$1,000**
- Jazz & Olive Fest, produced by Los Olivos Rotary: **\$2,500**
- Santa Ynez Valley Polo Classic, produced by People Helping People: **\$2,000**
- 4<sup>th</sup> of July Fireworks, produced by Santa Ynez Valley Rotary: **\$3,500**

In May we awarded **two \$2,500** scholarships to deserving Allan Hancock students that are majoring in hospitality/culinary arts.



### **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.

### **Annual Meeting**

VisitSYV held its annual meeting at Hotel Corque on June 1<sup>st</sup> with over 150 attendees that included elected officials, community leaders and members. 2016 was reviewed along with a few highlights from 2017. We also presented three "Spirit of the Valley" awards to participants who have exhibited outstanding customer service and spirit, going above and beyond to brand the Santa Ynez Valley as an all-welcoming destination.

### **Organization**

In March, James Colvin (Hotel Corque) stepped down and was replaced by Andrew Economon (Director of hospitality for Chumash properties). We held board elections in June and Bion Rice (Sunstone Winery) was replaced by Bryan Maroun (GM Sunstone winery). We have board elections every year in June. The board positions are a staggered two year term.

The board continues to meet monthly, normally the 2nd Thursday of the month, 9:00 a.m. at The Landsby in Solvang. The board consists of nine individuals, seven of which are from the hotel industry and the other two are an at large representation of the membership base.

# SANTA YNEZ VALLEY

CALIFORNIA



VISITSYV.COM

## **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 Inn, Buellton and King Frederik Inn, Solvang

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

**Secretary** – Bob Oswaks, Owner/Operator, Bob’s Well Bread & Bakery

**Treasurer** – Randolph Pace, General Manager, Sideways Inn, Buellton

Sherrie FitzGerald, Director of Marketing, Alisal Guest Ranch and Resort

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

Cammy Pinoli, Director of Guest Services, Fess Parker Wine Country Inn & Spa, Los Olivos

Bryan Maroun, General Manager, Sunstone Winery

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

## **Respectfully submitted by:**

Shelby Sim, Executive Director

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

[Shelby@VisitSYV.com](mailto:Shelby@VisitSYV.com)

PO Box 633, Solvang, CA 93464

[www.visitsyv.com](http://www.visitsyv.com), 805-325-3528

**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: September 28, 2017

Subject: Consideration of Appointments to the Planning Commission

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**BACKGROUND**

At the Council Meeting of July 27, the Council considered filling two openings on the Planning Commission and made one appointment at that meeting, with the term of office expiring in December 2020. The Council extended the period to apply for the remaining Planning Commission seat until August 31, 2017, with the term of office expiring December 2018. Attachment 1 is Buellton Municipal Code Section 2.36, which pertains to serving on the Planning Commission.

The City advertised the Planning Commission opening in the Santa Ynez Valley News and posted it in public places in the community. Staff received two applications for the one open Planning Commission seat from:

- Michael Pointer
- Marcilo Sarquilla

Their applications are included as Attachment 2.

**FISCAL IMPACT**

The appointments to the Planning Commission will not have any fiscal impact on the City.

**RECOMMENDATION**

That the City Council interview the applicants and make one appointment to the Planning Commission with term of office expiring December 2018

**ATTACHMENTS**

Attachment 1 – Buellton Municipal Code Chapter 2.36: “Planning Commission”  
Attachment 2 – Planning Commission Applications

**ATTACHMENT 1**

Buellton Municipal Code

[Up](#)[Previous](#)[Next](#)[Main](#)[Collapse](#)[Search](#)[Print](#)[No Frames](#)[Title 2 ADMINISTRATION AND PERSONNEL](#)**Chapter 2.36 PLANNING COMMISSION**

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**2.36.010 Created.**

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There is created a planning commission for the city. It shall consist of five members, appointed in the manner and for the terms prescribed in Section 2.28.010 of this code, provided, however, that whenever an appointment is made to fill a vacancy or removal on the commission after the commencement of a commissioner's term, the term of the commissioner appointed to fill such vacancy or removal shall be for the balance of the unexpired term of the commissioner leaving or removed from the commission. (Ord. 97-01 § 2 (A), 1997; Ord. 92-20 § 2, 1992)

**2.36.020 City planning commission—General jurisdiction and functions.**

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A. The planning commission for the city, as created and described in Section 2.36.010 of this code shall perform all functions and take all actions designated in the development code of the county of Santa Barbara, which has been adopted by the city, for the planning commission and for the planning commission subcommittee. In addition, with the exception of decisions on lot line adjustments and certificates of compliance, all discretionary decisions designated in the development code to be made by the planning officer or other officers or offices shall be made by the planning commission of the city. Further, the planning commission shall review and the city council shall act upon all requests for planned residential developments, subject to all other applicable provisions of the city's ordinances.

B. The provisions of this section relating to the city planning commission shall become effective on August 27, 1992. (Ord. 92-20 § 2, 1992; prior code § 2.18.015)

**2.36.030 Compensation of planning commissioners.**

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The members of the planning commission shall each receive compensation payable out of the general fund of the city, provided adequate funds have been budgeted therefor in the sum of one hundred dollars (\$100.00) per month. The compensation prescribed in this chapter shall be exclusive of any amounts payable to each member of the commission as a reimbursement for the actual and necessary expenses authorized by the city council and incurred in the performance of official duties for the city. (Ord. 93-14, 1993; prior code § 2.18.016)

**2.36.040 Chair—Committees—Staff.**

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Designation of chairpersons for the commission shall be governed by Section 2.28.050 of this code. The commission shall be authorized to appoint and fix the membership of such number of standing and temporary committees as it may find expedient for the performance of its duties. The city manager may appoint an executive secretary and other staff and provide such compensation for their services as may be authorized by the city council and by the annual city budget of expenditures. (Prior code § 2.18.020)

**2.36.050 Meetings—Rules of procedure.**

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The commission shall hold at least one regular meeting each month at such time, date and place designated by the commission. Special meetings may be called by the chair or a majority of the commission, provided notice has been given to all members at least twenty-four (24) hours prior to the meeting. A majority of commissioners shall constitute a quorum. (Prior code § 2.18.030)

#### **2.36.060 Functions, powers and duties.**

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The functions, powers and duties of the planning commission shall be all those functions, powers and duties of a planning commission and board of zoning adjustment as provided in Chapters 3 and 4 of Title 7 commencing with Section 65100 of the Government Code of the state (the planning and zoning law), as the same may be hereafter amended. The planning commission shall perform such other duties and functions as may be designated by the city council. (Prior code § 2.18.040)

#### **2.36.070 Rules—Records and meetings.**

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The planning commission shall adopt rules for the transaction of business, shall keep a public record of its resolutions, transactions, findings and determinations, and shall hold at least one regular meeting each month. Minutes of the planning commission meetings shall be filed with the city clerk. (Prior code § 2.18.050)

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View the [mobile version](#).



Received

JUL 31 2017

CITY OF BUELLTON

APPLICATION FOR APPOINTMENT TO PLANNING COMMISSION

Name: MICHAEL POINTER

Address: 512 THUMBELINA DR BUELLTON, CA 93427

Phone Number(s): 805 705 8088

Email Address: pointfam@gmail.com

Employer: RETIRED

Occupation: DIRECTOR OF ENVIRONMENTAL SERVICE (SENIOR LIVING)

How long have you been a resident of the City of Buellton? 29 YRS

Have you worked for the City of Buellton or are you related to any City Employee or City Official? If so, please explain: SPOUSE WAS FORMER MAYOR, COUNCIL MEMBER

Are you a registered voter in the City of Buellton? YES

Please provide education, work experience, and training background:

- PROJECT MANAGER - UCSB
- PROJECT MANAGER - KITCHEN EQUIPMENT CONTRACTOR. UCLA, UC DAVIS, UCSB, HUNTINGTON MEM. HOSPITAL
- DIRECTOR OF ENVIRONMENTAL SERVICES
- 30 YEARS COMMERCIAL FOOD SERVICE EQUIPMENT.

Please list community and/or volunteer activities and personal interests:

VOLUNTEER OLD MISSION SANTA INEZ

INTERESTS: CARPENTRY, MASONRY, TRAVEL, GRAND CHILDREN

[Handwritten Signature]

Signature of Applicant

Date

For more information regarding the Planning Commission, please reference Buellton Municipal Code Chapter 2.36. Planning Commission Meetings are held on the first and third Thursdays of each month beginning at 6:00 p.m. in the City Council Chambers City of Buellton employees are not eligible for appointment.

Michael Pointer  
512 Thumbelina Dr.  
Buellton, CA 93427  
805-705-8088

1. What do you believe are the most important planning issues facing the City of Buellton?

I believe the number one planning issue facing Buellton at this time is the Avenue of Flags redevelopment. Others that come to mind would be traffic mitigation and balanced growth.

2. What would be your recommended approach(es) to resolving the most important planning issues?

Common sense and negotiating as an attempt to form a consensus between the public, property owners and the city that benefits all stakeholders. I believe that incentivizing private development is reasonable and that exploring economic tools to retain and improve the tax base as well as facilitating potential public/private opportunities.

3. Describe your position on future growth and economic development in the City of Buellton?

I feel that future growth must incorporate sound, sustainable, LEED, Green Building Standards, that will allow Buellton to become a leader in environmental sustainability. Developers should have a stake in the projects they present by exhibiting functionality and maintainability, as well as being aesthetically pleasing to the eye.

The economic development in addition to balance should demand accountability and show a substantial public benefit without compromise. An example would be the Avenue of Flags project that creates jobs (594 potential FTE's) and the possibility of an additional one million dollars in property taxes and revenues each year.

4. Are you familiar with the City's Planning documents (i.e., General Plan, Community Design Guidelines, etc.)? How will you ensure that the goals, programs and policies of these documents are implemented?

I have a good understanding of the aforementioned documents. Having these available on-line within the City's website invites all citizens to review them at leisure to study important components related to the protection of a substantial amount of surrounding open space, natural resources and agriculture.

Processing matters within a team framework are second nature to me. My voice is a single opinion that will not always agree with others, however it is one of the keys to democracy. I will always have the interests of the whole while protecting neighborhood identities and community character.

5. Describe how your education and experience would benefit you as a Planning Commissioner?

I was raised in Carpinteria, attending Carpinteria High and S.B.C.C. My studies were related to drafting and automotive technologies. I retired from U.C.S.B., as a project manager. In 2005 I began a second career as a Kitchen Equipment Contractor employee, specifically managing large projects such as:

- 1 \$3.5 million cook/chill Dining Commons at U.C. Davis
- 2 \$4.0 million U.C.L.A. Ronald Reagan Memorial Hospital Dining Facility.
- 3 \$2.5 million Huntington Memorial Hospital Facility.

I am proud to say that these projects among other smaller ones came in on budget and on time.

I finished my employment career at Vista Del Monte (senior living facility) as The Director of Environmental Services.

I am an experienced team player and look forward to the challenges that face the future of Buellton in the planning area if selected.

Thank you for your consideration,

Michael Pointer



Received  
AUG 24 2017  
CITY OF BUELLTON

APPLICATION FOR APPOINTMENT TO PLANNING COMMISSION

Name: Marcilo Sarquilla

Address: 380 Oak Tree Way, Buellton, CA 93427

Phone Number: (805) 451-7574

Email Address: [msarquill@gmail.com](mailto:msarquill@gmail.com)

Employer: City of Lompoc

Occupation: Systems Analyst

How long have you been a resident of the City of Buellton? Since February 1994 (23 years)

Have you worked for the City of Buellton or are you related to any City Employee or City Official? If so, please explain: No

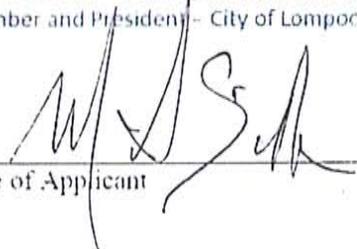
Are you a registered voter in the City of Buellton? Yes

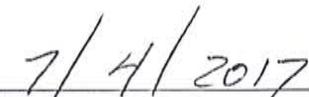
Please provide education, work experience, and training background:

- Graduated from Chula Vista High School in 1968
- Attended several colleges for Computer Systems and Programming from 1969 - 2010
- Worked for the Service Bureau Corporation from 1970 to 1974 as a Tape Librarian and Computer Operator
- Worked for National Cash Register (NCR) from 1986 to 1994 as a Systems Analyst (Bank Processing Systems)
- Worked for County of Santa Barbara from 1994 to 2004 as a Systems Analyst (Tax System, Collection Systems, Retirement System, Public Guardian/Administrations, Veteran Services, and Network and hardware administration)
- Currently working at the City of Lompoc from 2006 to the present as the lead Systems Administrator, primarily with the City's Payroll System

Please list community and/or volunteer activities and personal interests:

- Board Member - Buellton Union School District School Board - 1999 to present
- Commissioner - City of Buellton Parks Commission - 2014
- Member and President - City of Lompoc Employees Development Association - 2010 to present

  
Signature of Applicant

  
Date

For more information regarding the Planning Commission,  
please reference Buellton Municipal Code Chapter 2.36.  
Planning Commission Meetings are held on the first and third Thursdays  
of each month beginning at 6:00 p.m. in the City Council Chambers.  
*City of Buellton employees are not eligible for appointment.*



## APPLICATION FOR APPOINTMENT TO PLANNING COMMISSION

### In Essay Format

#### Please Answer the Following Questions:

1. What do you believe are the most important issues facing the City of Buellton?

I believe that the most important issues facing Buellton are education, safety, and community character. I wouldn't have spent nearly 20 years on the Buellton Union School District (BUSD) school board, if I didn't believe that providing Buellton's kids with the finest educational opportunities possible is vital to making Buellton one of the best communities in the nation. Ensuring that the children in our community have access to a quality education and enriching recreational opportunities supports Buellton's high quality of life and attracts families to our community.

A second important issue facing the City of Buellton is the safety of residents and visitors. Do we have enough safety services for our community.

And "Where do we go from here". There have been several studies on how to develop Buellton's Avenue of the Flags and it is time to start selecting which items we want and can afford at this time.

2. What would be your recommended approach to resolving the most important issues facing the City of Buellton?

"How do we maintain Buellton's small town character." While I am not opposed to economic development, how we balance the community's vision for Buellton and goals for redevelopment and economic growth is an important issue facing our community. It is time to make those decisions.

3. Describe your position on future growth and economic development in the City of Buellton.

I believe my role on the Planning Commission is to support the community's vision to keep Buellton a small town.

4. Are you familiar with the City's 2025 General Plan, the draft Avenue of the Flags Specific Plan, and the Community Design Guidelines? How will you ensure that the goals, programs, and policies of these documents are implemented?

I am familiar with the City's 2025 General Plan, the Community Design Guidelines, and the Avenue of the Flags Specific Plan. I will ensure that adopted plans and guidelines are implemented by considering every decision I make as a Planning Commissioner in light of these plans' goals, programs, and policies.

5. Describe how your education and experience would benefit you as a Council Member.

I have been a board member of the Buellton Unified School District for 20 years or so. The BUSD manages a six million dollar budget and the Santa Ynez Valley Special Education Consortium. The BUSD is the second largest employer in the Santa Ynez Valley, second only to the Chumash Hotel and Casino.

During my time as a board member, we worked with the community to successfully purchase land from the Williams Ranch and build a second school, Oak Valley Elementary. I worked in partnership with the City of Buellton to build the Buellton Recreation Center, which includes a gymnasium, exercise/weight room, activity/meeting rooms, and full kitchen. We have successfully gained a Bond and upgraded both school sites with Solar Energy and new Computer Systems infrastructure.

I have worked with the City of Lompoc for over 10 years and have become familiar with every department and employee position and most employees as the President of the Employee's Development Association.

As a Planning Commissioner, I would build on this experience engaging with the community to facilitate the development of important public projects...

**CITY OF BUELLTON**  
City Council Agenda Staff Report

City Manager Review: MPB  
Council Agenda Item No.: 10

To: The Honorable Mayor and City Council

From: Stephen A. McEwen, City Attorney

Meeting Date: September 28, 2017

Subject: Resolution No. 17-18 – “A Resolution of the City Council of the City of Buellton, California, Approving the First Amendment of the Water Supply Agreement Between the City of Buellton and Central Coast Water Authority (CCWA) and Approving the First Amendment of the Joint Exercise of Powers Agreement Creating CCWA”

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**BACKGROUND**

The City is a member of the Central Coast Water Agency (“CCWA”) joint powers authority. The CCWA was formed in 1991 for the purpose of constructing and operating certain facilities needed to convey and treat State Water Project water to Santa Barbara and San Luis Obispo counties. The City executed a Water Supply Agreement (“WSA”), under which the City agreed to assign to CCWA its contractual rights to receive water from the State Water Project pursuant to the Water Supply Contract between the State of California, Department of Water Resources (“DWR”) and the Santa Barbara County Flood Control and Water Conservation District (“District”), dated February 26, 1963, as amended (“State Water Contract”).

In November of 1991, CCWA and the District executed a “Transfer of Financial Responsibility Agreement” under which the CCWA agreed to assume all of the District’s financial obligations under the State Water Contract. The District and the CCWA were interested in the assignment of all of the District’s rights and obligations under the State Water Contract to CCWA. However, the DWR refused to agree to the assignment because the DWR viewed the District as the ultimate guarantor of the State Water Contract obligations and did not believe the CCWA had the ability to levy a tax to pay for these obligations. The DWR is now willing to consider the full assignment of all of the District’s rights and obligations under the State Water Contract to CCWA, so long as the CCWA is authorized to fulfill all of the requirements of the State Water Contract. As discussed above, one of these requirements is that the contracting agency (the CCWA) has the power to levy taxes if needed to raise sufficient funds to make the payments required by the State Water Contract.

As a joint powers authority, the CCWA may exercise any power common to the contracting parties, including, but not limited to, the authority to levy a fee, assessment, or tax, so long as such power is expressly stated in the joint powers agreement. All of the members, including the City of Buellton, have the power to levy taxes and assessments upon property within their jurisdictions.

In order to give the CCWA the power to levy taxes and assessments, each member agency must approve an amendment to the CCWA Joint Powers Authority Agreement granting the CCWA the right to levy a tax or assessment on all taxable property within CCWA's jurisdiction, which includes all property within the City of Buellton. In addition, each member agency must approve an amendment to the WSA which affirms CCWA's power to levy a tax or assessment sufficient to provide for all payments required under the State Water Contract in the event CCWA fails or is unable to raise sufficient funds by other means.

The City Council is being asked to consider approving the amendments to the Central Coast Water Authority Joint Powers Authority Agreement and the Water Supply Agreement between CCWA and the City.

### **FISCAL IMPACT**

None

### **RECOMMENDATION**

That the City Council adopt Resolution No. 17-18 - "A Resolution of the City Council of the City of Buellton, California, Approving the First Amendment of the Water Supply Agreement Between the City of Buellton and Central Coast Water Authority (CCWA) and Approving the First Amendment of the Joint Exercise of Powers Agreement Creating CCWA"

### **ATTACHMENTS**

Resolution No. 17-18 (Exhibits A, B, & C)

**RESOLUTION NO. 17-18**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON APPROVING THE FIRST AMENDMENT OF THE WATER SUPPLY AGREEMENT BETWEEN THE CITY OF BUELLTON AND CENTRAL COAST WATER AUTHORITY (CCWA) AND APPROVING THE FIRST AMENDMENT OF THE JOINT EXERCISE OF POWERS AGREEMENT CREATING CCWA**

**WHEREAS**, in 1963, following the voters' 1960 approval of the California Water Resources Development Bond Act, the Santa Barbara County Flood Control and Water Conservation District (District) and the Department of Water Resources (DWR), acting on behalf of the State of California, executed that certain agreement dated February 26, 1963 for the supply of State Water Project (SWP) water to Santa Barbara County (SWP Contract); and

**WHEREAS**, beginning in 1982, the District entered into a series of "Water Supply Retention Agreements" with SWP participants in Santa Barbara County for the purpose of shifting responsibility for the costs associated with the SWP Contract from the District to the participants; and

**WHEREAS**, in 1991, the City and seven (7) other public agencies that provide retail water supply service within Santa Barbara County (collectively, the "Members"), all of whom were parties to the Water Supply Retention Agreements with the District, formed CCWA as a Joint Powers Agency pursuant to Government Code section 6500 *et seq.* by that certain Joint Exercise of Powers Agreement dated August 1, 1991 (JPA Agreement); and

**WHEREAS**, thereafter, CCWA entered into a series of "Water Supply Agreements" with each Member and other SWP project participants in Santa Barbara County. CCWA and the City's Water Supply Agreement assigned the City's contractual rights to SWP, acquired pursuant to the City's Water Supply Retention Agreement, to CCWA in return for CCWA's delivery of SWP to the City; and

**WHEREAS**, on November 12, 1991, the District and CCWA entered into the Transfer of Financial Responsibility Agreement whereby CCWA assumed full responsibility for all of the District's obligations pursuant to the SWP Contract, which agreement also contemplates a future assignment of the SWP Contract to CCWA; and

**WHEREAS**, The District and CCWA now desire to complete assignment of the SWP Contract to CCWA and DWR has indicated its willingness to consider assignment of the SWP Contract to CCWA; and

**WHEREAS**, Article 34 of the SWP Contract provides that if in any year the District fails or is unable to raise sufficient funds by other means to make the payments required by the SWP Contract, the governing body of the District shall levy upon all property in within the District's

jurisdiction not exempt from taxation, a tax or assessment sufficient to provide for all payments under the SWP Contract then due or to become due within that year; and

**WHEREAS**, in order to approve assignment of the SWP Contract, DWR requires assurance that CCWA is authorized and empowered to contract with DWR, including but not limited to fulfilling the requirement of Article 34 of the SWP Contract; and

**WHEREAS**, pursuant to Government Code section 6502, if authorized by their legislative or other governing bodies, a Joint Powers Authority may jointly exercise any power common to the contracting parties, including, but not limited to, the authority to levy a fee, assessment, or tax, so long as such power is expressly stated in the joint powers agreement; and

**WHEREAS**, all of the Members, including the City, possess the power to levy a tax or assessment upon property within their respective jurisdictions; and

**WHEREAS**, it is in the public interest for CCWA to accept assignment of the SWP Project to permit CCWA to contract directly with DWR and to relieve the District of all responsibility for the SWP Contract, as was intended in 1991 at the time CCWA was created; and

**WHEREAS**, the City desires to authorize CCWA to contract with DWR directly, along with all necessary and incidental powers as may be required by CCWA to carry out CCWA's rights and obligations under the SWP, including, but not limited to, the right to levy a tax or assessment on all property within the jurisdiction of CCWA; and

**WHEREAS**, the City and CCWA have determined that amendment of the JPA Agreement and the City's Water Supply Agreement are necessary and appropriate to specify CCWA's power to contract with DWR directly, along with all necessary and incidental powers as may be required by CCWA to carry out CCWA's rights and obligations under the SWP, including, but not limited to, the right to levy a tax or assessment on all property within the jurisdiction of CCWA; and

**WHEREAS**, by adoption of this resolution, the City is not adopting or imposing any fee, tax or assessment, and therefore, this action is not subject to any applicable Constitutional and legal requirements pertaining to the adoption of a fee, tax or assessment.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Buellton as follows:

**SECTION 1.** The above recitals are true and correct and are incorporated herein as though set forth in full.

**SECTION 2.** The City Council approves the First Amendment to the JPA Agreement, attached hereto as **Exhibit A**, granting CCWA the power to contract directly with DWR for the delivery of State Water Project water, along with all necessary and incidental powers as may be required by CCWA to carry out CCWA's rights and obligations under the SWP Contract,

including, but not limited to, the right to levy a tax or assessment on all taxable property within CCWA's jurisdiction, which includes all property within the City of Buellton, and authorizes the Mayor to execute the amendment.

**SECTION 3.** The City Council approves the First Amendment to the Water Supply Agreement, attached hereto as **Exhibit B**, to conform to the above-referenced First Amendment to the JPA Agreement and authorizes the Mayor to execute the amendment.

**SECTION 4.** The City Council finds and determines that approval of the First Amendment to the JPA Agreement and the First Amendment to the Water Supply Agreement is exempt from CEQA review because the City's action is not a "project" within the meaning of CEQA because it does not have a potential for significant effect on the environment. (CEQA Guidelines section 15061(b)(3).) The City Council further finds and determines that such action is also exempt from CEQA under CEQA Guidelines Section 15320 (a change in the organization or reorganization of a local governmental agency where the change does not change the geographical area in which previously existing powers are exercised is exempt from CEQA), 15378(b)(4) (project does not include the creation of a government funding mechanism or other fiscal activity that does not involve a commitment to a specific project that may result in a potentially significant environmental impact is not a project under CEQA), Section 15378(b)(5) (project does not include an organizational or administrative activity of government that will not result in direct or indirect physical changes to the environment is not a project under CEQA), and Section 15061(b)(3) (where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment the activity is not a project under CEQA). The basis for the exemption determination is more fully described in the Notice of Exemption attached hereto as **Exhibit C**.

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

**PASSED, APPROVED and ADOPTED** this 28th day of September, 2017.

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Holly Sierra  
Mayor

ATTEST:

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Linda Reid  
City Clerk

**FIRST AMENDMENT  
to the  
JOINT EXERCISE OF POWERS AGREEMENT  
creating the  
CENTRAL COAST WATER AUTHORITY**

This First Amendment (“**Amendment**”) to the Joint Exercise of Powers Agreement creating the Central Coast Water Authority (“**CCWA**”), dated August 31, 1991 (“**JPA**”), is made effective \_\_\_\_\_, 2017 by and between the parties on the attached Exhibit A (the “**Parties**”).

**RECITALS**

A. The Parties to this Amendment are all signatories to the 1991 JPA or successors in interest. Carpinteria Valley Water District is the successor in interest to the Carpinteria County Water District.

B. The Parties desire to amend the JPA to expressly authorize CCWA to take certain actions necessary and convenient to assume all of the Santa Barbara County Flood Control and Water Conservation District’s (“**District**”) rights, interest in, and obligations under the Water Supply Contract with the State of California Department of Water Resources (“**DWR**”) concerning the delivery of 57,700 acre feet per year (“**AFY**”) of water from the State Water Project (“**SWP Contract**”).

**AGREEMENT**

1. Section 5 of the JPA is amended to include a new subsection “p” as follows:
  - p. To contract with the DWR for delivery of water from the State Water Project, along with all necessary and incidental powers as may be required by CCWA to carry out CCWA’s rights and obligations under the SWP Contract, including, but not limited to, the right to levy a tax or assessment, as mandated by the California Water Code and SWP Contract.
2. All other provisions of the JPA shall remain in full force and effect as adopted.

IN WITNESS WHEREOF, the Parties have caused this Amendment to be executed as of the day and year first above-written.

DATE: \_\_\_\_\_

**CITY OF BUELLTON**

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_

DATE: \_\_\_\_\_

**CARPINTERIA VALLEY WATER DISTRICT**

By: \_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

APPROVED AS TO FORM:

\_\_\_\_\_

DATE: \_\_\_\_\_

**CITY OF GUADALUPE**

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_

DATE: \_\_\_\_\_

**GOLETA WATER DISTRICT**

By: \_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
DATE: \_\_\_\_\_

**MONTECITO WATER DISTRICT**

By: \_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
General Manager/Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
DATE: \_\_\_\_\_

**CITY OF SANTA BARBARA**

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Deputy City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Page 3 of 5

DATE: \_\_\_\_\_

**CITY OF SANTA MARIA**

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_

DATE: \_\_\_\_\_

**SANTA YNEZ RIVER WATER  
CONSERVATION DISTRICT,  
IMPROVEMENT DISTRICT #1**

By: \_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

APPROVED AS TO FORM:

\_\_\_\_\_

**Exhibit A**

Schedule of Parties

City of Buellton  
Carpinteria Valley Water District  
City of Guadalupe  
Goleta Water District  
Montecito Water District  
City of Santa Barbara  
City of Santa Maria  
Santa Ynez River Water Conservation District, Improvement District #1

## FIRST AMENDMENT to the WATER SUPPLY AGREEMENT

This First Amendment (“**Amendment**”) to the Water Supply Agreement dated [REDACTED] (“**WSA**”) is made effective as of September 25, 2017 by and between the Central Coast Water Authority (“**CCWA**”) and the City of Buellton (the “**Contractor**”) (each, a “**Party**” and collectively, the “**Parties**”).

### RECITALS

A. CCWA is a joint powers agency formed for the purpose of constructing and operating certain facilities needed to convey and treat State Water Project water to Santa Barbara and San Luis Obispo counties. Contractor is a signatory to the Joint Exercise of Powers Agreement dated August 1, 1991 (“**JPA**”) that formed CCWA, or a successor in interest.

B. Pursuant to the WSA, the Contractor agreed to assign to CCWA its contractual rights to receive water from the State Water Project pursuant to the Water Supply Contract Between the State of California, Department of Water Resources and the Santa Barbara County Flood Control and Water Conservation District (“**District**”), dated February 26, 1963, as amended (“**State Water Contract**”), and the Water Supply Retention Agreement, dated August 1, 1991, by and between the District and the Contractor, and CCWA agreed to sell to the Contractor a certain allotment of water from the State Water Project.

C. The District and CCWA have requested that DWR assign the State Water Contract to CCWA and release the District from all obligations pursuant to the State Water Contract.

D. DWR requires that all parties contracting with DWR for State Water Project water agree to levy a tax or assessment sufficient to provide for all payments under the contract due or to become due under the contract in the event the contracting party fails or is unable to raise sufficient funds by other means.

E. The Parties now desire to amend the WSA to acknowledge and affirm CCWA’s power to levy a tax or assessment sufficient to provide for all payments under the State Water Contract due or to become due in the event CCWA fails or is unable to raise sufficient funds by other means, including but not limited to those means set forth in Section 16 of the WSA.

F. Concurrent with this Amendment, Contractor and the other signatories to the JPA, or their successor, intend to amend the JPA to acknowledge and affirm CCWA’s power to levy a tax or assessment sufficient to provide for all payments under the State Water Contract due or to become due within any year CCWA fails or is unable to raise sufficient funds by other means.

**AGREEMENT**

1. The WSA is amended to include a new section 15.5, to be inserted between Section 15 and Section 16, as follows:

15.5. Levy of Tax or Assessment by CCWA. If in any year CCWA fails or is unable to raise sufficient funds by other means, as further provided in Section 5 of this Agreement, to provide for all payments under the State Water Contract due or to become due within that year, Contractor acknowledges and agrees that CCWA shall take all necessary or appropriate steps to levy a tax or assessment upon all property within CCWA not exempt from taxation sufficient to provide for all such payments, as required by the State Water Contract.

2. Except as modified above, the Agreement shall continue in full force and affect. In the event of a conflict between this Amendment and the Agreement, the terms and conditions of this Amendment shall control in all respects.
3. The individuals executing this Amendment represent and warrant that they have the authority to enter into this Amendment and to perform all acts required by this Amendment, and that the consent, approval or execution of or by any third party is not required to legally bind either party to the terms and conditions of this Amendment.
4. This Amendment contains the entire understanding and agreement of the parties, and supersedes all prior agreements and understandings, oral and written, between the parties.

IN WITNESS WHEREOF, the Parties have caused this Amendment to be executed as of the day and year first above-written.

CITY OF BUELLTON

DATE: \_\_\_\_\_

By: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
City Clerk

CENTRAL COAST WATER AUTHORITY

DATE: \_\_\_\_\_

By: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

## Notice of Exemption

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To: Office of Planning and  
Research  
P.O. Box 3044, Room 212  
Sacramento, CA 95812-3044

From: Central Coast Water Authority  
225 Industrial Way  
Buellton, CA 93427

County Clerk of the Board  
County of Santa Barbara  
105 E. Anapamu St.  
Santa Barbara, CA 93101

County Clerk  
County of San Luis Obispo  
1055 Monterey Street  
San Luis Obispo, CA 93408

Department of Water  
Resources  
P.O. Box 942836  
Sacramento, CA 94236

**Project Title:** Assignment of State Water Project (SWP) contract (SWP Contract) from the Santa Barbara County Flood Control and Water Conservation District (District) to the Central Coast Water Authority (CCWA)

**Project Location:** The SWP includes facilities located throughout the State of California. The SWP is owned and operated by the State of California's Department of Water Resources (DWR), headquartered in Sacramento, California. The District is a dependent special district within Santa Barbara County (County) whose boundaries coincide with the County's boundary. The County Board of Supervisors acts as the Board of Directors of the District. CCWA is a joint powers agency formed to construct, own and operate certain facilities needed to treat, convey and deliver SWP water to its member agencies, which include the cities of Buellton, Guadalupe, Santa Barbara, and Santa Maria, the Carpinteria Valley Water District, as successor in interest to the Carpinteria County Water District, the Goleta Water District, Montecito Water District, and the Santa Ynez River Water Conservation District, Improvement District No. 1 (individually, a Member, and collectively, the Members), all of which are located in the County. CCWA's service area is coextensive with the service area boundaries of its members.

**Description of Nature, Purpose and Beneficiaries of Project:** In 1963, the District entered into the SWP Contract with DWR for the delivery of SWP water to the County. In exchange for such service, the District agreed to repay all associated SWP capital and operating costs. On August 31, 1991, CCWA's Members entered into the Joint Exercise of Powers Agreement creating CCWA. Thereafter, CCWA entered into a "Water Supply Agreement" with each Member and other retail agencies and end users (Participant(s)) providing for CCWA's delivery of SWP to each Participant in return for each Participant's payment of all associated costs (Water Supply Agreement). On November 12, 1991, the District and CCWA entered into a Transfer of Financial Responsibility Agreement (TFRA) under which the District assigned its financial obligations under the SWP Contract to CCWA, but the District remained a party to the

SWP Contract. For the past 26 years, CCWA has assumed full responsibility for performance of the SWP Contract pursuant to the TFRA.

The parties now propose to release the District from all obligations under the SWP Contract and assign the SWP Contract to CCWA. In order to accomplish this, DWR, the District, and CCWA will agree to the assignment, including the District's relinquishment of all rights and obligations under the SWP Contract, CCWA's assumption of all rights and obligations under the SWP Contract, and DWR's release of the District and approval of the assignment pursuant to Article 41 of the SWP Contract. As necessary to authorize CCWA to agree to the assignment, the following approvals will also occur: (1) the Members will each agree to amend the Joint Exercise of Powers Agreement to authorize CCWA to contract with DWR for the delivery of SWP water to the County; and (2) each Member and CCWA will agree to amend the Member's Water Supply Agreement to conform to the above-referenced amendment of the Joint Exercise of Powers Agreement.

**Name of Public Agencies Approving Project:** CCWA, the District, and DWR. As described above, certain underlying approvals will also be required by each of the Members.

**Name of Persons or Agencies Carrying Out Project:** CCWA, the District, and DWR. As described above, certain underlying approvals will also be required by each of the Members.

**Exempt Status:** Title 14, CCR, Chapter 3, Article 5, Section 15061(b)(3); Article 19, Section 15320 (Changes in Organization of Local Agencies); and Article 19, Section 15301(b) (Existing Public Facilities).

**Reasons Why Project is Exempt:** For the reasons stated below, this project is determined to be exempt per CEQA Guidelines section 15061(b)(3) which provides that a public agency may determine an activity to be exempt based upon the general rule that CEQA applies only to projects that have a potential for causing a significant effect on the environment. (See also CEQA Guidelines section 15378(b)(4) (project does not include the creation of a government funding mechanism or other fiscal activity that does not involve a commitment to a specific project that may result in a potentially significant environmental impact is not a project under CEQA) and Section 15378(b)(5) (project does not include an organizational or administrative activity of government that will not result in direct or indirect physical changes to the environment is not a project under CEQA).) Further, this project is exempt under CEQA Guidelines section 15320 categorical exemption (Class 20, Changes in Organization of Local Agencies), and CEQA Guidelines section 15061(b)(3) (the "common sense" exemption).

1. For the past 26 years, CCWA has assumed full responsibility for the SWP Contract pursuant to the TFRA. CCWA has paid all of the costs charged to the District under the SWP Contract.
2. The project is simply an assignment of rights under the SWP Contract from the District to CCWA that will formalize the existing circumstances, rights and obligations of the parties. In other words, it constitutes a change in organization with no corresponding physical environmental effects.
3. The proposed approvals will result in a substitution of CCWA for the District as the contracting party for the SWP Contract. In all other respects, the SWP Contract will remain the same. The area in which SWP water will be delivered will be the same; CCWA's service area will remain the same. The scope of contract rights and obligations to DWR under the

SWP Contract will be identical. The facilities used to deliver SWP to the County will be identical. The transaction will not affect a change in the environment.

4. There is no causal link between the action – assignment of rights – and any environmental impacts. The character of the supply, method of delivery, the place of use, and the population served would remain the same. There is no reasonable argument that the assignment will have a significant impact on the environment, either directly or indirectly.
5. Amendment of the Joint Exercise of Powers Agreement and each Member's Water Supply Agreement, as necessary to perfect assignment, does not dictate how funds will be spent, or narrow options or alternatives available to the parties.
6. The assignment to CCWA will be similar to that included in CEQA Guidelines section 15320(a), which exempts the establishment of a subsidiary district (with the same powers).

**Agency Contact:** Ray Stokes, CCWA

**Area Code/Telephone:** 805-688-2292

Signature: \_\_\_\_\_  
Title: CCWA, Executive Director

Date: \_\_\_\_\_

Date received for filing at OPR: \_\_\_\_\_