

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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Resolution 179-08

July 18, 2008

EXPRESSING APPRECIATION TO CYNTHIA ALLEN FOR FIFTEEN YEARS OF DEDICATED SERVICE

WHEREAS, Ms. Cynthia A. Allen was hired on April 15, 1993 and has completed fifteen years of service to the residents of Vandenberg Village; and

WHEREAS, she learned and mastered the administrative, financial, and supervisory functions of a special district by successively holding the positions of Customer Service Representative I and II, Accounts Payable/Payroll Clerk, and Human Resources/Support Services Administrator and, in 2003, her title was revised into the more simplified Office Manager; and

WHEREAS, Cindy has done a superb job of automating the District by selecting, purchasing, and integrating computers and software to support the administrative, financial, and operational requirements of the District. She installed a Windows-based network system consisting of a computer for each administrative and management employee and implemented a work management system to allow the field crew to better schedule and accomplish preventive maintenance and repairs to water and sewer infrastructure. She implemented an automatic recurring payment system to allow customers to pay utility bills by check or credit card; and

WHEREAS, she launched the District's website in 1996, making Vandenberg Village among the very first special districts in the state to have one. She has developed it into a widely-used, respected reference; and

WHEREAS, she authored the District's first records retention program, rewrote the District's emergency response plan, and updated ordinances to reflect evolving legislative and operational changes, and

WHEREAS, Cindy continuously improved herself through training and education, earning certificates from Allan Hancock College (Human Resources Management), the Association of California Water Agencies/Joint Powers Insurance Authority (Supervisor Certification Program, Human Resources Certification Program), and the Special District Institute (Special District Leadership and Management). After work, Cindy earned four Associate's Degrees from Allan Hancock College and a Bachelor's Degree from California Polytechnic

State University, San Luis Obispo.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Vandenberg Village Community Services District does hereby commend Ms. Cynthia Allen for her fifteen years of faithful and dedicated service to the residents of Vandenberg Village.


PASSED AND ADOPTED by the Board of Directors of the Vandenberg Village Community Services District this 18th day of July, 2008 upon motion by Director Blair, seconded by Director Brooks, and as approved by the following vote:

AYES: Directors Blair, Brooks, Rowland and Wyckoff
NOES: None
ABSENT: Director Fox
ABSTAIN: None



Don Rowland, President
Board of Directors

ATTEST:



Stephanie Vlahos-Rivera
Secretary to the Board of Directors