

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

3757 Constellation Road • Vandenberg Village • Lompoc, CA 93436
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Resolution 193-13

June 4, 2013

EXPRESSING APPRECIATION TO CYNTHIA A. ALLEN FOR 20 YEARS OF DEDICATED SERVICE

WHEREAS, Ms. Cynthia A. Allen was hired on April 15, 1993 and has completed 20 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 & II, Accounts Payable/Payroll Clerk, Human Resources/Support Services Administrator, and Office Manager; and

WHEREAS her title was recently changed to Administrative Services Manager to better reflect the full range of responsibilities for the position that have evolved over time; and

WHEREAS, in 1996 she launched the District's website, making Vandenberg Village among the first special districts in the state to have one. She has developed it into a widely-used, respected reference; 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 also implemented an automatic recurring payment system to allow customers to pay utility bills by check or credit card; and

WHEREAS, Cindy did phenomenal work in gathering and assembling complex technical and financial information into precise, concise documents in support of the application, administration, and completion of a successful \$4 million Proposition 50 grant toward the District's \$16 million cost share of the Lompoc Regional Wastewater Reclamation Plant Upgrade Project. In similar fashion, she collaborated with the city of Lompoc and Mission Hills Community Services District to obtain a \$171,428 Proposition 84 grant to be split among the three agencies and complete the Lompoc Valley Regional Leak Detection Project; and

WHEREAS, in 2009 Cindy organized fragmented information contained in the body of ordinances which various boards had adopted since 1983, and updated and consolidated this information into a simple, comprehensive "Code of Ordinances" for governing the District; and

WHEREAS, she managed the \$613,231 procurement of 2,465 new Automated Meter Reading (AMR) meters, hired a succession of three temporary employees from Excel Personnel Services in Lompoc to accelerate their installation, and integrated digital 3G technology with the District's water billing system to improve efficiency and accuracy; and

WHEREAS, she has prepared cost of service studies to support water and sewer rates and demonstrate strict compliance with Article XIID, Section 6 of the California Constitution as enacted by Proposition 218. Municipalities typically hire outside consultants and pay \$20,000-\$50,000 to perform these important studies; and

WHEREAS, in 2010, Cindy authored two publications, "*A Statistical Analysis of Water Conservation Policies*" and "*A Study of Water Rates in the Counties of San Luis Obispo and Santa Barbara, California*" documenting results and achievements of VVCS's robust water conservation program and earning her a Master's Degree in Public Policy from California Polytechnic State University, San Luis Obispo; and

WHEREAS, she is currently working on a Doctorate Degree from Walden University, distinguishing her as one of only few women in local government seeking such a high level of academic achievement.

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 20 years of dedicated, and outstanding service to the residents of Vandenberg Village.

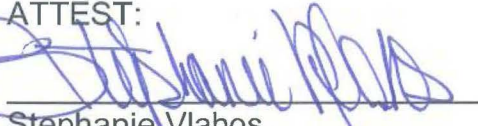
PASSED AND ADOPTED by the Board of Directors of the Vandenberg Village Community Services District this 4th day of June, 2013 upon motion by Director Wyckoff, seconded by Director Blair, and as approved by the following vote:

Roll call vote:

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



Robert A. Wyckoff, President
Board of Directors

ATTEST:


Stephanie Vlahos
Secretary to the Board of Directors