



2019 - 2020 Isla Vista Community Services District Budget

District Overview

Vision: For Isla Vista, By Isla Vista, Building the Community we Deserve

Board of Directors:

Board Member	Title	Term
Spencer Brandt	President	2017-2022
Robert Geis	Vice President, County Representative	2017-2021
Kristie Nguyen	Director	2019-2020
Ethan Bertrand	Director	2017-2020
Jay Freeman	Director	2017-2022
Jon Hedges	Director	2017-2020
George Thurlow	Director, UCSB Representative	2017-2021

Board Meetings: 2nd and 4th Tuesdays of each month at 6pm

Table of Contents

1. Transmittal Letter
2. Budget Process
3. Revenues
 - a. Utility User's Tax
 - b. UC Santa Barbara Grant
 - c. Residual Fund Balance
 - d. Charges for Services
4. Expenditures by Program
 - a. Operations
 - b. Community Programs
 - c. Housing
 - d. Public Safety
 - e. Parking
 - f. Public Works & Graffiti Abatement
5. Reserves
6. Recommended Edits to the Budget

May 28, 2019

2019-2020 Budget Transmittal Letter

Members of the Isla Vista Community Services District Board of Directors:

I submit to you the 2019-2020 District Budget for review, amendment, and adoption. This Budget represents continued commitment to our prior budget goals: providing excellent public services, establishing robust human capital, and maintaining strong fiscal health by building our reserves. In summary:

Revenues: \$1,105,921

Revenues are expected to be higher this year at \$851,000 due to now having the Utility User Tax fully implemented. The District will draw \$191,000 from the \$200,000 available this fiscal year from UC Santa Barbara and utilize \$54,921 in remaining fund balance from prior years' funding by UCSB. Our agreement with the County of Santa Barbara for managing 970 Embarcadero Del Mar continues to generate \$9,000 in charges for services.

Expenditures: \$1,005,900

Funding for the opening of the Isla Vista Community Center represents the most significant change in expenditures, now totalling 25% of the budget. Public safety represents 22%, Public Works & Graffiti Abatement at 11%, Housing at 4%, and Parking at 3%. Direct services total 65% of spending with operations making up 26% and reserve allocations 9%.

Reserve Allocation: \$100,000

This allocation to the District's Reserves will nearly complete funding of the Accumulative Capital Outlay Fund to then begin development of the Long Term Strategic Reserve.

Sincerely,
Jonathan Abboud, General Manager

Budget Process

The Finance Ad Hoc Committee underwent an inclusive budget process to solicit community input in the formation of the 2019-2020 Budget. This represents the first iteration of the budget process as the District gains capacity to conduct a more robust operation in the future.

Principal Activities:

1. Budget Priorities Survey - The Finance Committee developed a survey intended to capture the priorities of residents, get feedback on current services, and brainstorm new services the District may explore. Over 200 residents responded to the survey.
2. Door to Door Canvassing - District interns worked to organize over a dozen volunteers in mid-April to canvass residents of Isla Vista with the 2019-2020 Budget Priorities Survey.
3. April 16th Budget Forum - Over 40 people attended a forum hosted by our Finance Committee to discuss the budget as currently being developed and explore the community's needs and ideas.
4. Meeting with Isla Vista Parents Group - The General Manager and District Interns attended a regular meeting of a parents' group in Isla Vista organized through the St. George Youth Center to discuss the current operations of the District and hear feedback on how the District could better serve families in Isla Vista.
5. Project Proposal Forms - Residents and organizations were encouraged to submit project proposals to the District to include in the 2019-2020 Budget. 2 proposals were submitted. Staff will be making logistical recommended changes to this process for the next budget cycle.

Revenues

The District's \$1,105,921 in revenue is raised from the following sources:

Utility User's Tax - \$851,000

This is the District's primary and independent revenue source, passed in June 2018 by the voters of the District. With the tax now fully implemented there will be a full 12 months of revenue collected. Due to limited financial actuals for UUT revenue in the July - October time period the figures are still estimates and most likely lower than what the actuals could be. The next FY projection will represent a more accurate total for UUT collections. Below is a table of what each of the five utilities is expected to generate:

Utility	Projection
Electricity	\$104,370.48
Gas	\$126,726.91
Water	\$282,951.77
Trash	\$234,253.92
Sewage	\$103,278.00
Total UUT	\$851,581.08

UC Santa Barbara 2019-2020 Grant - \$191,000

For FY 17-18 through 23-24 UC Santa Barbara has pledged \$200,000/yr to mutually agreed upon projects with the District. Unused fund balance may be carried over to future years, but remains with UCSB until requested. For the 19-20 Budget the District will request \$191,000 to fund the costs of the Sexual Assault & Interpersonal Violence Prevention and Investigations Program and the Isla Vista Safety Stations Program.

Residual Fund Balance - \$54,921

This portion of the fund balance represents unspent allocations from UC Santa Barbara for specific programs. In an effort to ensure the funds are spent in accordance with our grant, and to maximize future years' allocations, the District will use these funds to operate the respective programs.

Charges for Services - \$9,000

The District has an agreement with the County of Santa Barbara to provide services for the management and operation of 970 Embarcadero Del Mar in exchange for the cost of rent for the District Office and Isla Vista Community Room. The value of our services is equivalent to the cost of rent as per the lease agreement the District has entered into.

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Expenditures by Program

The District structures itself around eight programs:

1000 - Reserves

2000 - Operations

3000 - Community Programs

4000 - Housing

5000 - Public Safety

6000 - Parking

7000 - Public Works & Graffiti Abatement

8000 - Community Planning

Program 2000 - Operations: \$287,000

Program 2001 - Staff: \$235,250

The District's staff is comprised of the General Manager, Assistant General Manager, District Counsel, and three interns. The District provides health insurance benefits to its full time employees along with a retirement contribution.

2001 OPS-Staff			\$235,250.00
	6100	Regular Salaries	\$123,000.00
	6200	Extra Help and/or Labor	\$20,000.00
	6400	Retirement Contribution	\$4,100.00
	6500	FICA Contribution	\$11,900.00
	6550	FICA/Medicare	\$2,250.00
	6600	Health Insurance Contribution	\$20,000.00
	6700	Unemployment Ins Contribution	\$1,800.00
	6900	Workers Compensation	\$2,200.00
	7508	Legal Fees	\$50,000.00

Program 2002 - Communications and Public Relations: \$14,000

The District Communications and Public Relations Programs funds our ability to maintain relationships with the public at large and membership in the California Special District Association. The District's website, internet, general advertising, and official noticing costs are captured in this budget.

2002 - OPS Comms			\$14,000.00
	7005	Advertising/Marketing Expense	\$7,000.00
	7050	Communications	\$2,000.00
	7430	Membership Dues	\$2,000.00
	7530	Publications & Legal Notices	\$1,000.00
	7123	IT Hardware Maintenance	\$2,000.00

Program 2003 - Office: \$9,000

As the District Office and staff expands this budget will be critical in the coming year to provide supplies to facilitate the smooth operation of the District Office along with professional development for staff through trainings.

2003 - OPS Office			\$9,000.00
	7653	Training Fees & Supplies	\$2,000.00
	7450	Office Expense	\$5,000.00
	7453	Copier Expense	\$1,500.00
	7730	Transportation & Travel	\$500.00

Program 2004 - Administrative: \$10,200

These costs represent mandatory fees and charges the District undertakes for a payroll system, insurance, audits, and our accounting system with the County of Santa Barbara.

2004 - OPS Admin			\$10,200.00
	7324	Audit and Accounting Fees	\$5,000.00
	7507	ADP Payroll Fees	\$2,000.00
	7895	Liability Insurance	\$3,200.00

Program 2005 - Board: \$18,500

In order to allow for greater and equitable public participation on the Board of Directors, the District compensates Directors \$100 for each meeting attended.

2005 - OPS Board			\$18,550.00
	6210	Commissioner/Director/Trustee	\$16,800.00
	6500	FICA Contribution	\$1,300.00
	6550	FICA/Medicare	\$250.00
	6700	Unemployment Ins Contribution	\$200.00

Program 3000 - Community Programs: \$281,500

Program 3001 - Isla Vista Community Center and Community Room: \$221,000

Managing, operating, and programming the Community Center as it opens this fiscal year, building upon our work with the Community Room, represents the largest area of expenditures for the District. This budget includes a grant to the Isla Vista Youth Projects for two staff positions (Isla Vista Community Center Director and Community Room Coordinator) along with funds for programming both facilities. The District also pays rent to the County of Santa Barbara for additional office space at 970 Embarcadero Del Mar to host the staff for this program.

3001 - Isla Vista Community Center and Community Room			\$221,000.00
	7460	Professional & Special Service	\$195,000.00
	7850	Rents/Leases-Structure	\$26,000.00

Program 3002 - Special Projects: \$27,500

The District maintains this fund to support community projects on a one-time basis throughout the year. This program will be utilized to fund community projects that fall within the District's powers and identified in our participatory budgeting process.

3002 - Special Projects			\$27,400.00
	7510	Contractual Services	\$27,500.00

Program 3003 - Sexual Assault Services: \$3,000

The District operates the Survivor Resource Center with Standing Together to End Sexual Assault in the backroom to the District Office. This program is meant to provide a baseline of funds to aid in the operation of the SRC.

3003 - Sexual Assault Services			\$3,000.00
	7460	Professional & Special Service	\$3,000.00

Program 3004 - Program Development: \$30,000

This is a new program created by the Finance Committee for the next fiscal year. The funds in it are to provide the Board an opportunity to explore the development of new programs and services to be offered by the District either through research, consultation by subject matter experts, or start up costs.

3004 - Program Development			\$30,000.00
	7510	Contractual Services	\$30,000.00

Program 4000 - Housing: \$39,000

Program 4001 - Rental Housing Mediation: \$39,000

This program maintains a similar total budget to the prior year, but accomplishes its operations in a different manner. A portion of the Assistant General Manager's salary is

dedicated to this program for administration along with 500 hours of mediator time for either mediations or outreach.

4001 - Rental Housing Mediation			\$39,000.00
	7005	Advertising/Marketing Expense	\$1,000.00
	7123	IT Hardware Maintenance	\$1,000.00
	7510	Contractual Services	\$25,000.00
	6100	Regular Salaries	\$12,000.00

Program 5000 - Public Safety: \$243,000

Program 5001 - Isla Vista Safety Stations: \$57,000

There is no change in this program. The current budget allows for two safety stations operated by UC Police Department’s Community Service Officers on Friday/Saturday nights with a budget for water and other outreach supplies.

5001 - Safety Stations			\$61,000.00
	7005	Advertising/Marketing Expense	\$4,000.00
	7510	Contractual Services	\$57,000.00

Program 5002 - Interpersonal Violence Investigator: \$152,000

The District has a contract with the UC Police Department to provide a dedicated officer in Isla Vista to investigate interpersonal violence crimes, including sexual assault, and perform community outreach to prevent such crimes.

5002 - Interpersonal Violence Investigator			\$152,000.00
	7460	Professional & Special Service	\$152,000.00

Program 5003 - Community Policing: \$30,000

The District maintains this fund to support community policing projects with either the Santa Barbara Sheriff’s Office or UC Police Department throughout the year.

5003 - Community Policing			\$30,000.00
	7460	Professional & Special Service	\$30,000.00

Program 6000 - Parking: \$30,000

This program includes funding to perform a qualitative and quantitative community-led study in Isla Vista to explore the issue of parking and the possible solutions available. Funding is also allocated to advertise alternative options in the community to owning a personal vehicle in order to reduce the demand for street parking.

6001 - Parking Study			
	7510	Contractual Services	\$25,000.00
6002 - Parking Alternatives			
	7005	Advertising/Marketing Expense	\$5,000.00

Program 7000 - Public Works & Graffiti Abatement: \$125,000

Program 7001 - Beautification: \$70,000

The District currently has a partnership with the United Way of Northern Santa Barbara County to operate a pilot beautification program in Isla Vista. The program is charged with abating graffiti, trash pickup in gutters and sidewalks, monitoring out or dim street lights, and identifying other issues in the community. This budget allows for a possible expansion of the program for a full year of operation once the pilot has been completed.

7001 - Beautification			\$70,000.00
	7510	Contractual Services	\$70,000.00

Program 7002 - Infrastructure: \$50,000

Based on various Board discussions, there is a desire to designate a fund for the purpose of investing in public infrastructure such as lighting. This fund is intended to go towards infrastructure improvements not readily funded by the County of Santa Barbara Public Works Department or County Service Area 31.

7002 - Infrastructure			\$50,000.00
	8200	Structures & Improvements	\$50,000.00

Program 7003 - Public Art: \$5,000

This is a new program created for the upcoming fiscal year to provide funding to art projects across the community as a means towards graffiti abatement.

7003 - Public Art			\$5,000.00
	7460	Professional & Special Service	\$5,000.00

Reserves

District Reserves are governed by the [Fund Balance Policy](#) approved by the Board of Directors on 10/30/2018.

The end fund balance for June 2018, minus funding from UC Santa Barbara to be used in the 19-20 Budget, is projected to be \$427,439. This will likely be higher as actual revenue is recorded for the remainder of the year. The 19-20 Budget includes a \$100,000 allocation to the reserves, putting the June 30, 2019 projection to be \$527,460.

Reserve	% Goals	\$ Goals		Year End 18-19		Year End 19-20
				\$ 427,439.10		\$ 527,460.10
Short term strategic	16.40%	\$139,564.0 0		\$ 287,875.10		\$ 387,896.10
Capital Maintenance	5%	\$55,295.00		\$ 232,580.10		\$ 332,601.10
Self Insurance	10%	\$110,590.0 0		\$ 121,990.10		\$ 222,011.10
Accumulative Capital Outlay	30%	\$255,300.0 0		\$ (133,309.90)		\$ (33,288.90)
Long term strategic	33%	\$279,128.0 0		\$ (412,437.90)		\$ (312,416.90)
Total		\$839,877.0 0				

Recommended Edits to the Budget

	Program	Line Item		Add/Subtract
Revenue				
	3001	5105	Reimbs for District Services	6100
Expenses				
	3001	7850	Rents/Leases-Structure	3650
	2001	6900	Workers Compensation	300
	2004	7895	Liability Insurance	200
	3002	7510	Contractual Services	1950
Total Rev				6100
Total Exp				6100
Net Change				0

5105 - This reflects the new, higher, value of our services to manage 970 Embarcadero Del Mar

7850 - Requisite increase in the rent line item for Suite 101 and 201. This does not completely match the revenue because at the time of the development of the original \$26,000 figure the District was under the assumption it would be paying rent for the backroom of Suite 101, which is no longer the case.

6900 - Reflects higher costs with AGM and interns becoming District employees in 19-20.

7895 - Same reason as above.

7510 - The left over amount from the change in revenue is recommended to be placed in the Special Projects Program.