

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

3745 Constellation Road • Vandenberg Village • Lompoc, CA 93436
Telephone: (805) 733-2475 • Fax: (805) 733-2109 • info@vvcasd.org



"Pride in Community Service"

NOTICE: The Board of Directors of the Vandenberg Village Community Services District will meet at the District Office Conference Room, 3745 Constellation Road, Vandenberg Village, in compliance with [California Government Code § 54954](#)

Regular Board Meeting

AGENDA

Tuesday, August 4, 2026

4:30 p.m.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL: Directors Cox, Gonzales, Heuring, Lamont, and Stassi
3. ADDITIONS AND DELETIONS TO THE AGENDA
4. PUBLIC FORUM

The Board will invite public comment on each action item as it is considered during the meeting.

At this time, members of the public wishing to address the Board on other matters that are within the jurisdiction of the District may do so when recognized by the President.

Please begin by stating your name and place of residence.

5. REPORTS FROM STAFF

A. Operations

B. Administration

C. General Manager

6. CONSENT CALENDAR

- A. Minutes of the Regular Meeting on July 7, 2026.....page 1
- B. Treasurer's Report
 - 1) Pro-forma Financial Statements as of June 30, 2026 page 15
 - 2) Schedule of Investments through June 30, 2026page 29
 - 3) Disbursements through July 31, 2026.....page 31
- C. Public Official Reimbursement Report.....page 39
- D. Surplus Propertypage 41

7. ACTION ITEMS

- A. **Ordinance Revision:** Introduce, waive reading of the revised Code of Ordinances, and set a public hearing for September 1, 2026.....page 43
 - 1) **§ 2.20 Wastewater Service Connections, Meters, and Customers' Facilities:** review updated sectionpage 45
 - 2) **§ 4.10 Capacity Charges:** review updated sectionpage 59
- B. **Strategic Plan:** Review draft strategic plan and adopt or provide direction to staff.....page 69
- C. **Financial Policies:** Review and adopt revised Financial Policiespage 89
- D. **Mitigated Negative Declaration:** Review and consider accepting the MND prepared by Meredian Consultants for the well site lease.....page 107
- E. **Europa Loop:** Review the proposals received for the design of the project and select a consultantpage 115
- F. **Investments:** Review District's current investments and consider adding anotherpage 133

8. REPORTS FROM DIRECTORS

A. Committees

- 1) **Finance/Budget** – Directors Stassi & Cox
- 2) **Legal/Personnel** – Directors Gonzales & Lamont
- 3) **Water/Wastewater** – Directors Heuring & Cox
- 4) **Santa Ynez River Valley Groundwater Basin Western Management Area Groundwater Sustainability Agency (WMA GSA)** – Directors Stassi & Lamont

B. District Representatives to External Agencies

- 1) **Association of California Water Agencies (ACWA) & Joint Powers Insurance Authority (ACWA/JPIA)** – Directors Heuring & Lamont
- 2) **California Special Districts Association (CSDA) & Santa Barbara County Chapter of CSDA (SBCCSDA)** – Directors Gonzales & Stassi
- 3) **Santa Ynez River Water Conservation District (SYRWCD)** – Directors Lamont & Heuring

C. Board President – Director Gonzales

9. INFORMATIONAL CORRESPONDENCE

- A. **U.S. Drought Monitor:** California, July 28, 2026..... page 139
- B. **VVCSD:** Water Pumped vs Sold, 12 months page 141
- C. **VVCSD:** Well Soundings, 12 months page 143
- D. **VVCSD:** PG&E Production Costs, Fiscal Year 2025-26.....
..... page 145
- E. **CSDA:** Voting Receipt – Seat C Coastal Network..... page 147

10. **DIRECTORS FORUM:** Any member of the Board may address the Board on any subject within the jurisdiction of the District.

11. ADJOURN

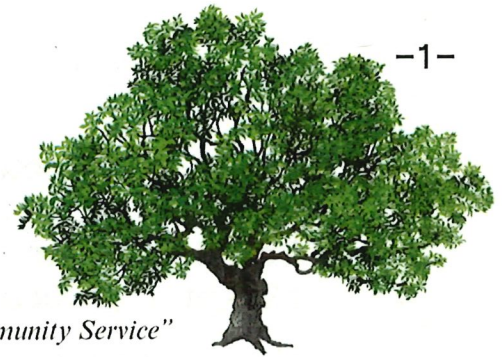
Notice Regarding Public Participation: For those who are unable to attend the meeting in person or electronically, but who wish to provide public comment on matters that are within the jurisdiction of the District, please submit any comments and written materials to the District in person or via electronic mail at administration@vvcasd.org. All submittals should indicate the board meeting date and agenda item number. Materials received by the District before or during the meeting will be incorporated into the minutes and made available to the public under the Public Records Act.

This agenda was posted on the District website at <https://vvcasd.org> and 3745 Constellation Road, Vandenberg Village, California, and notice was delivered under Government Code § 54950 et seq. This Agenda contains a brief general description of each item to be considered. The Board reserves the right to change the order in which items are heard. The full board package with staff reports and other written documentation is available on the District's website at <https://vvcasd.org>. If you need reasonable accommodation due to a disability, please contact the Board Secretary 24 hours before the meeting at (805) 733-2475.

Please silence cell phones during the meeting, as a courtesy to others.

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"Pride in Community Service"

Regular Board Meeting

MINUTES

Tuesday, July 7, 2026

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 4:30 p.m. by President Gonzales, who led the Pledge of Allegiance.

2. ROLL CALL: Directors Cox, Gonzales, Heuring, and Stassi were present. Director Lamont was absent.

OTHERS PRESENT

Cynthia Allen, General Manager; Jeff Cole, Operations and Maintenance Manager; Patricia LeCavalier, Financial Services Manager; and Mike Munoz, Deputy County Counsel with the Santa Barbara County Office of County Counsel.

Four members of the public were also in attendance.

3. ADDITIONS AND DELETIONS TO THE AGENDA

General Manager Allen requested that the HydroPro Purchase Agreement be added to the agenda as Item 7.A. The remaining action items will move down one position.

Motion by Director Cox, seconded by Director Stassi, to add the HydroPro Purchase Agreement to the agenda as Item 7.A.

Ayes: Directors Cox, Gonzales, Heuring, and Stassi
Noes: None
Abstain: None
Absent: Director Lamont

4. PUBLIC FORUM

President Gonzales invited public comments, and there were none.

5. REPORTS FROM STAFF

A. Operations

Operations and Maintenance (O&M) Manager Cole reported that in June, the District pumped 43.8 million gallons with an average daily demand of 1.46 million gallons. That is 4 percent more than last June.

In June, Vandenberg Village had no rainfall. The calendar year total remains at 6.32 inches. The district well levels for June were 1B – 141 feet, 3A – 136 feet, and 3B – 134 feet.

In June, the crew replaced a 6-inch saddle, 1-inch copper service line, two 1-inch poly B service lines, two 2-inch blow-off valves, one 2-inch service gate valve, and a 12-inch meter.

O&M Manager Cole reported on the work currently being performed by Sancon. They began sewer main lining on June 1. They have completed 9,600 linear feet of 8-inch and 500 linear feet of 12-inch. On June 23, there was a sewer backup into a customer's residence while Sancon was performing work downstream. The district is currently working with all parties involved for a resolution. Sancon will complete the spraying of the manhole lining today and will be spark testing tomorrow to complete the project.

To conclude his report, O&M Manager Cole shared that the District had no sewer overflows in June. Katryna celebrated her 1st anniversary, and Patty celebrated her 23rd anniversary with the District.

B. Administration

Financial Services Manager LeCavalier reported that the District made its annual payment of \$741K to the City of Lompoc for the State Revolving Fund loan on the Lompoc Regional Wastewater Reclamation Plant Upgrade. The final payment on this loan will be in Fiscal Year 2028-2029

The interim in-house audit visit was conducted on June 8-9 by Moss, Levy, & Hartzheim. Adam Guise has been our lead auditor for the past several years. He was here to assist with the transition to our new lead auditor, Chris Padilla. The next in-house audit visit is scheduled for August 19-21.

To conclude her report, Ms. LeCavalier shared that our most recent investment earning rates are: 3.74 percent for Mechanics Bank, 3.70 percent for California CLASS, and 3.81 percent for LAIF.

C. General Manager

General Manager Allen reported that a few changes have been made to the format of the agenda. Item 5 includes all reports from management, and Item 8 includes only reports from board members. The names of board members who serve on our standing committees and our representatives to external agencies have also been included.

There were no new ADU Can and Will Serve requests in June. However, a letter we issued in 2024 for a detached ADU on Sirius was nearing expiration, and the county requested an updated copy. Additionally, the developer of the Apollo Way project needed confirmation that their Intent to Serve letter remained in effect. According to our policy, as long as the project continues to work through the county process, the letter remains valid. Once the project is stalled for two years, the letter expires.

Our permit for the generator enclosure and carport is still working its way through the county plan review process. In June, the planning department visited and signed off on the site. The fire department has also signed off on the project. Once the permit is issued, we will publish an RFP for a contractor to construct the generator enclosure and assemble the carport.

Dr. Allen went on to report that due to a miscommunication between the contractor and the Mission Club, pool water entered a home on Inverness Avenue during the sewer rehabilitation project. Joint Powers Insurance Authority (JPIA) is working with the insurance company on our behalf to establish liability. Dr. Allen explained that we did our own investigation, as well as JPIA who sent their adjuster for a site visit. We are currently waiting on a determination from JPIA.

Page 81 of the board package was referenced by General Manager Allen. This is a new report that shows the amount of our PG&E bills and the corresponding usage. This new report displays the cost per acre-foot of water produced and compares these amounts to the prior year.

On April 15, our Risk Advisor from ACWA/Joint Powers Insurance Authority visited the District and performed their annual assessment. JPIA provides our liability, property, and workers' compensation insurance. In 2005, Lee Patton was assigned as our risk advisor and has recently retired. This was the first year our new risk advisor, Iris Penales, visited the District. Ms. Penales was pleased with our facilities and had only a few suggestions, such as a QR code on trail signs and confined-space signage at the lift and booster stations. The assessment can be found on pages 83-85 of the board package.

The Water/Wastewater Committee is scheduled to meet later this month, and General Manager Allen is hoping to coordinate a Finance/Budget Committee meeting sometime in the next few weeks.

To conclude her report, Dr. Allen shared that Meridian Consulting has sent the draft Mitigated Negative Declaration for the Well Site Lease. Dr. Allen is reviewing this now and will be taking it to the Water/Wastewater Committee on July 17. The committee will also be discussing the updated Sewer Ordinances and the proposals received for the Europa Loop design. We currently have two proposals for this project. Our legal counsel, Mike Munoz, is currently looking over our Sewer Ordinances.

Director Gonzales had a question regarding the PG&E appeal through the Public Utilities Commission. General Manager Allen stated that they were unable to find anything to overturn the decision, and at this point, there is nothing more we can do. Director Gonzales wanted to commend the staff for all the work that was put into the appeal.

Director Gonzales commented on the JPIA site visit, referencing page 85. Director Gonzales thanked O&M Manager Cole for guiding our risk advisor through the various sites. Director Gonzales referenced a statement from the assessment which stated: "These efforts demonstrate the District's commitment to implementing industry best practices." Director Gonzales thanked the staff for this.

6. CONSENT CALENDAR

A. Minutes of the Special Meeting on May 26, 2026

B. Treasurer's Report

- 1) Pro-forma Financial Statements as of May 31, 2026
- 2) Disbursements through June 30, 2026

Director Gonzales commented on the thoroughness of the minutes from the previous meeting.

Director Stassi referenced the YTD Net Operating Income Water chart on page 18, stating that last month we were ahead by about 350K, and the chart now shows around 400K.

On page 19, Director Stassi had a question regarding the YTD Net Non-Operating Income Water chart, asking why this reflects that we will have 5K for June when the chart shows we have nearly 114K currently. Financial Services Manager LeCavalier explained that the amount we need to write off when we retire the previous assets, when we put our new assets online, should make those numbers go down and offset this. Once this is done by the end of the year, these adjustments will bring the numbers closer.

Director Gonzales asked for an update on the Filter Rehabilitation Project. Ms. LeCavalier let him know that we are still waiting for one invoice.

The following motion was made:

Motion by Director Stassi, seconded by Director Heuring, to accept the consent calendar as presented.

Ayes: Directors Cox, Gonzales, Heuring, and Stassi
Noes: None
Abstain: None
Absent: Director Lamont

7. ACTION ITEMS

- A. HydroPro Purchase Agreement:** Approve the HydroPro Purchase Agreement and authorize the Board President to sign on behalf of the District.

General Manager Allen provided copies of the HydroPro Purchase Agreement. She stated that they have agreed to hold the pricing given to us through the end of the project. Dr. Allen sent HydroPro a blanket purchase order, which was also included in the handout provided.

The numbers on the quote are slightly different than the purchase order. This is because two 1 ½-inch meters were added. The per-unit price is the same. HydroPro will bill the District as we receive the meters; payment will not be required in advance. The meters will be delivered as we request them.

Director Gonzales asked the staff what their feelings were on the installation of the meters, as we are down one service technician. O&M Manager Cole stated that the crew will begin replacing the 2-inch meters and will then move to the 5/8x3/4-inch meters. General Manager Allen said being down one service technician shouldn't be a problem.

Director Stassi asked how many meters are planned to be ordered first. Mr. Cole stated that they will order all 38 two-inch meters and

102 $\frac{5}{8}$ " $\times$ $\frac{3}{4}$ " meters. They currently have a schedule for around 350 meters quarterly. This schedule can be changed by the staff if necessary.

The following motion was made:

Motion by Director Stassi, seconded by Director Cox, to approve the HydroPro Purchase Agreement and authorize the Board President to sign.

Ayes: Directors Cox, Gonzales, Heuring, and Stassi
Noes: None
Abstain: None
Absent: Director Lamont

- B. Election Consolidation:** Adopt a resolution requesting the consolidation of the General District Election with the Statewide General Election.

General Manager Allen was informed that this resolution is required by the County Elections Office every other year. This resolution will authorize the Election Office to put our board members on the ballot.

The following motion was made:

Motion by Director Gonzales, seconded by Director Stassi, to waive the reading and adopt Resolution 242-26.

Roll Call Vote:

Ayes: Directors Cox, Gonzales, Heuring, and Stassi
Noes: None
Abstain: None
Absent: Director Lamont

- C. Candidates' Statements:** Adopt a resolution setting the regulations for the statement of candidates for the governing board

General Manager Allen stated that this resolution is also required by the County Elections Office every other year. This resolution states

that the candidates must pay for their own statement if they would like this to be included in the ballot book.

The following motion was made:

Motion by Director Gonzales, seconded by Director Heuring, to waive the reading and adopt Resolution 243-26.

Roll Call Vote:

Ayes:	Directors Cox, Gonzales, Heuring, and Stassi
Noes:	None
Abstain:	None
Absent:	Director Lamont

- D. CalPERS Resolution of Intention:** Adopt a resolution of intention to approve an amendment to the contract with California Public Employees' Retirement System (CalPERS) to include the existing PEPRA benefits

General Manager Allen stated that this resolution will add the actual language about PEPRA to our contract. PEPRA went into effect in 2013; the District had no choice, as this was mandatory. At that time, the contract did not need to be updated.

However, we now need to amend our contract with CalPERS to reflect that any employee hired after January 1, 2013, will receive PEPRA benefits and not the benefits adopted by the board of directors previous to that date.

Director Gonzales referenced page 44 and wanted to verify that there will be no change to any benefits and only an update to correct the language. General Manager Allen verified this is correct.

Director Gonzales referenced page 48, where it states that safety employees and elected officials shall not become members of said Retirement system. Director Gonzales would like to have further conversations with our General Manager regarding the retirement benefits.

The following motion was made:

Motion by Director Gonzales, seconded by Director Cox, to waive the reading and adopt Resolution 240-26.

Roll Call Vote:

Ayes: Directors Cox, Gonzales, Heuring, and Stassi
Noes: None
Abstain: None
Absent: Director Lamont

- E. CSDA Board of Directors Election:** Provide direction to the General Manager for CSDA Seat C, Coastal Network election

General Manager Allen reported that it is Seat C's turn for re-election this year. There are three seats in our district, each serving for three years. CSDA rotates the election among the seats. The board members discussed their opinions of the four candidates.

The following motion was made:

Motion by Director Stassi, seconded by Director Heuring, to direct the General Manager to vote for Vincent Ferrante for CSDA Seat C, Coastal Network election.

Roll Call Vote:

Ayes: Directors Cox, Gonzales, Heuring, and Stassi
Noes: None
Abstain: None
Absent: Director Lamont

- F. City of La Purísima:** Discuss the City of La Purísima incorporation details with legal counsel and consider the options

Legal counsel, Mike Munoz, provided an overview of the LAFCO process and discussed the steps that are involved in initiating the organization of a new city.

General Manager Allen stated that the resolution we received from Leave93436 specified that the District would pay the \$5,500

application fee. The Resolution also transfers obligations from Leave93436 to our district and Mission Hills CSD.

Director Stassi shared his concern regarding whether annexation by the City of Lompoc requires a positive vote from the residents. Director Stassi also stated that LAFCO will be doing an independent analysis, and he believes we could do our own analysis as to how this might affect our operation and community.

General Manager Allen confirmed that Mike Prater of LAFCO informed her that if any official annexation occurred, it would be required to go to the voters. Mike Munoz confirmed that, generally speaking, anything involving a change of territory would need to go to the landowners or voters, depending on how it is set up.

General Manager Allen confirmed that the incorporation would have to go on the ballot as well. She went on to explain that the sphere of influence, incorporation, and annexation are all three separate issues.

The board agreed that more information is needed and decided to delay action until a future date to provide the District time to research the impacts and potential implications to the District.

8. REPORTS FROM DIRECTORS

A. Committees

1) **Finance/Budget** – Directors Stassi & Cox

Director Stassi reported that the Finance/Budget Committee did not meet.

2) **Legal/Personnel** – Directors Gonzales & Lamont

Director Gonzales reported that the Legal/Personnel Committee did not meet.

3) **Water/Wastewater** – Directors Heuring & Cox

Director Heuring reported that the Water/Wastewater Committee did not meet.

4) **Ad Hoc** – as needed

The Ad Hoc Committee met on July 2 to discuss the Strategic Plan. The document will be presented at the August Board meeting.

5) **Santa Ynez River Valley Groundwater Basin Western Management Area Groundwater Sustainability Agency (WMA GSA)** – Directors Stassi & Lamont

Director Stassi reported that the WMA GSA met on May 27 and discussed whether they are going to add an agricultural member to the Joint Powers Agency (JPA). If they vote to move forward with this, then they would have to go to each of the governing bodies, and all would have to approve of this decision.

Director Stassi shared that the board did move it forward and decided upon the voting percentages. At this point, they are waiting for their attorneys to review the process. They are preparing letters to the governing bodies to approve the JPA amendment.

They also discussed the metering for the agricultural community. There are three different ways of metering for agriculture: by meters, electrical energy consumed, or the type of crops you have. Director Stassi concluded his report by sharing that their auditor's report had some minor suggestions.

General Manager Allen reported that she did have the agreement/amendment ready to go for this board package; however, this was pulled because the cost-share portion of it is still being worked out.

B. District Representatives to External Agencies

1) **Association of California Water Agencies (ACWA) & Joint Powers Insurance Authority (ACWA/JPIA)** – Directors Heuring & Lamont

Director Heuring had no report.

2) California Special Districts Association (CSDA) & Santa Barbara County Chapter of CSDA (SBCCSDA) – Directors Gonzales & Stassi

Director Gonzales reported that they did not meet. General Manager Allen shared that the next SBCCSDA Chapter meeting will be on July 27 at La Botte in Lompoc.

The CSDA Annual Conference will be held in Palm Desert on August 24-27. Director Gonzales, Director Stassi, and General Manager Allen will be attending.

Director Cox shared that she will be attending the CSDA Special District Leadership Academy in San Luis Obispo on September 13-16.

3) Santa Ynez River Water Conservation District (SYRWCD) – Directors Lamont & Heuring

Director Heuring had no report.

C. Board President – Director Gonzales

President Gonzales informed the board that he and General Manager Allen met a couple of times over the last five weeks. They had a great discussion on the one-year outlook, with no additional information shared beyond what the board knows already.

The state lands agreement was also discussed; this will be brought to the Water/Wastewater Committee.

9. INFORMATIONAL CORRESPONDENCE

A. US Drought Monitor: California, June 30, 2026

B. VVCSD: Water Pumped vs Sold, 12 months

C. VVCSD: Well Soundings, 12 months

D. VVCSD: PG&E Production Costs, Fiscal Year 2025-26

E. ACWA/JPIA: Liability, Property, and Workers' Compensation Risk Assessment

10. DIRECTORS FORUM:

Director Cox shared that she will not be able to attend our next meeting as she will be attending Tri-State in Las Vegas. She believes it might be possible to Zoom in after her classes.

11. ADJOURN

President Gonzales declared the meeting adjourned at 5:53 p.m.

Attest:

Signed:

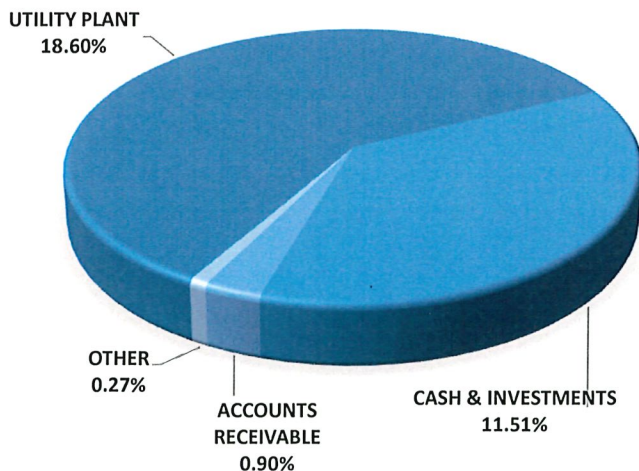
Brianna Jennings
Secretary, Board of Directors

Richard Gonzales
President, Board of Directors

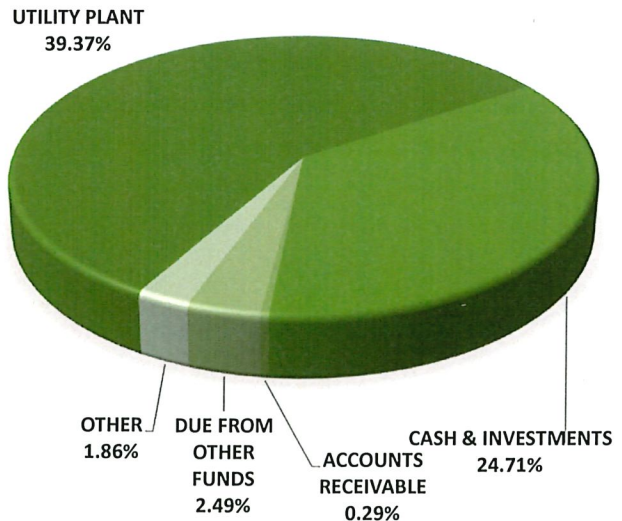
VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
Statement of Net Position
As of June 30, 2026

	Water	Wastewater	2026 FYTD	FYE 2025	CHANGE
ASSETS					
UTILITY PLANT	\$7,454,388	\$15,782,797	\$23,237,186	\$22,736,869	\$500,317
CASH & INVESTMENTS	4,612,862	9,904,929	14,517,791	13,967,215	550,576
ACCOUNTS RECEIVABLE	360,076	116,827	476,903	345,813	131,090
DUE FROM OTHER FUNDS	0	1,000,000	1,000,000	0	1,000,000
OTHER	110,053	744,994	855,047	844,007	11,040
TOTAL ASSETS	\$12,537,379	\$27,549,547	\$40,086,926	\$37,893,903	\$2,193,023
DEFERRED OUTFLOWS OF RESOURCES-PENSIONS					
	\$284,616	\$195,049	\$479,665	\$607,078	(\$127,413)
TOTAL ASSETS & DEFERRED OUTFLOWS	\$12,821,995	\$27,744,596	\$40,566,591	\$38,500,981	\$2,065,610
LIABILITIES					
CURRENT LIABILITIES	\$543,760	\$565,050	\$1,108,810	\$571,001	\$537,808
UNEARNED REVENUE	0	139,072	139,072	139,001	71
CURRENT PORTION - DEBT- LRWRP UPGRADE PROJECT	0	702,722	702,722	690,379	12,343
LONG TERM DEBT- LRWRP UPGRADE PROJECT	0	1,443,427	1,443,427	2,146,149	(702,722)
DUE TO OTHER FUNDS	1,000,000	0	1,000,000	0	1,000,000
NET PENSION LIABILITY	956,268	655,335	1,611,603	1,950,624	(339,021)
TOTAL LIABILITIES	\$2,500,028	\$3,505,606	\$6,005,634	\$5,497,154	\$508,479
DEFERRED INFLOWS OF RESOURCES-PENSIONS					
	\$167,261	\$114,625	\$281,886	\$24,123	\$257,763
EQUITY					
CONTRIBUTED CAPITAL	\$1,316,310	\$3,841,328	\$5,157,638	\$5,354,241	(\$196,603)
EQUITY	8,449,015	19,444,301	27,893,316	26,238,820	1,654,496
CURRENT EARNINGS	389,381	838,736	1,228,117	1,386,643	(158,526)
TOTAL EQUITY	\$10,154,707	\$24,124,364	\$34,279,071	\$32,979,704	\$1,299,367
TOTAL LIABILITIES, DEFERRED INFLOWS & EQUITY	\$12,821,995	\$27,744,596	\$40,566,591	\$38,500,981	\$1,807,847

WATER ASSETS

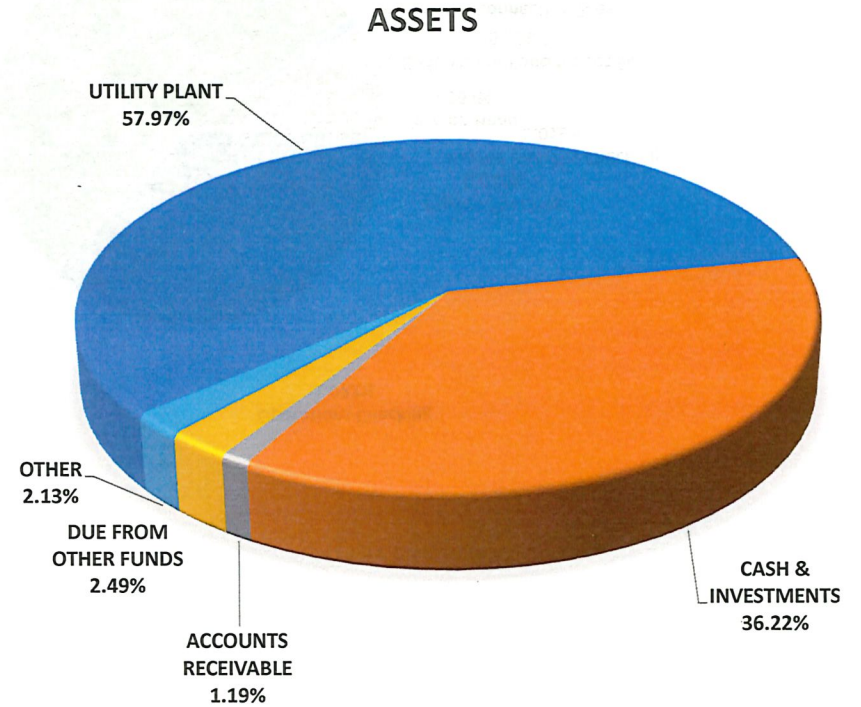


WASTEWATER ASSETS



VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
Statement of Net Position
As of June 30, 2026

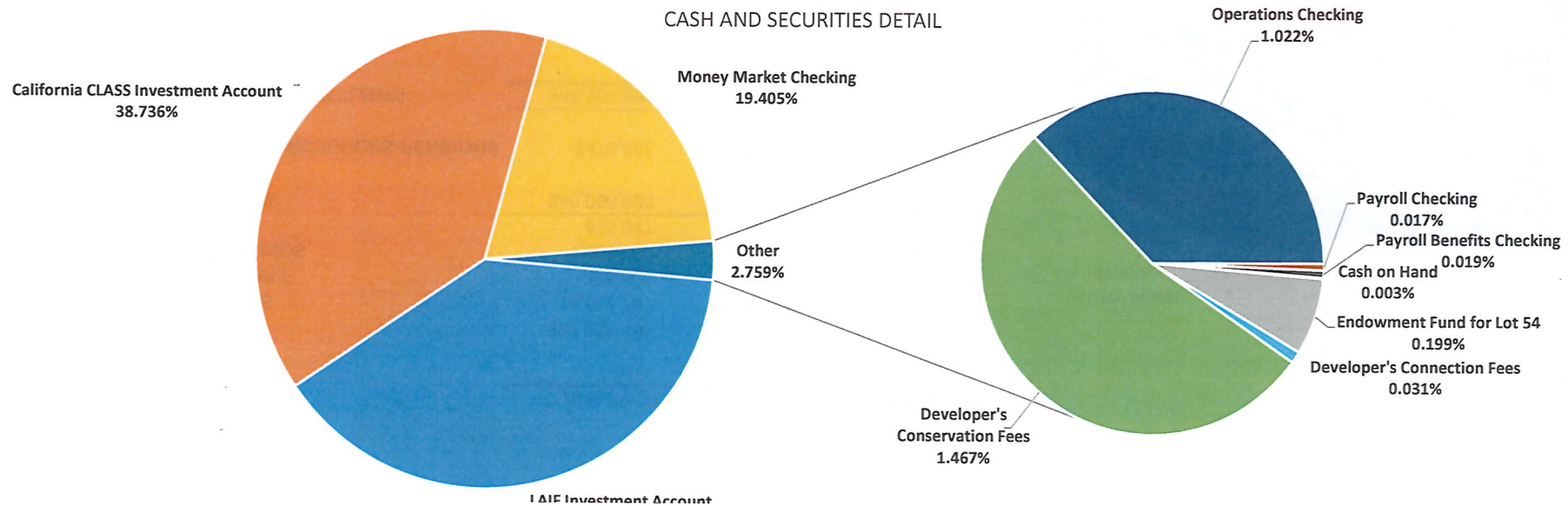
	2026 FYTD	FYE 2025	CHANGE
ASSETS			
UTILITY PLANT	\$23,237,186	\$22,736,869	\$500,317
CASH & INVESTMENTS	14,517,791	13,967,215	550,576
ACCOUNTS RECEIVABLE	476,903	345,813	131,090
DUE FROM OTHER FUNDS	1,000,000	0	1,000,000
OTHER	855,047	844,007	11,040
TOTAL ASSETS	\$40,086,926	\$37,893,903	\$2,193,023
DEFERRED OUTFLOWS OF RESOURCES-PENSIONS	\$479,665	\$607,078	(\$127,413)
TOTAL ASSETS & DEFERRED OUTFLOWS	\$40,566,591	\$38,500,981	\$2,065,610
LIABILITIES			
CURRENT LIABILITIES	\$1,108,810	\$571,001	\$537,808
UNEARNED REVENUE	139,072	139,001	71
LONG TERM DEBT- LRWRP UPGRADE PROJECT	2,146,149	2,836,528	(690,379)
DUE TO OTHER FUNDS	1,000,000	0	1,000,000
NET PENSION LIABILITY	1,611,603	1,950,624	(339,021)
TOTAL LIABILITIES	\$6,005,634	\$5,497,154	\$508,479
DEFERRED INFLOWS OF RESOURCES-PENSIONS	\$281,886	\$24,123	\$257,763
EQUITY			
CONTRIBUTED CAPITAL	\$5,157,638	\$5,354,241	(\$196,603)
EQUITY	27,893,316	26,238,820	1,654,496
CURRENT EARNINGS	1,228,117	1,386,643	(158,526)
TOTAL EQUITY	\$34,279,071	\$32,979,704	\$1,299,367



TOTAL LIABILITIES, DEFERRED INFLOWS & EQUITY	\$40,566,591	\$38,500,981	\$1,807,847
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VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
Cash Position Statement
As of June 30, 2026

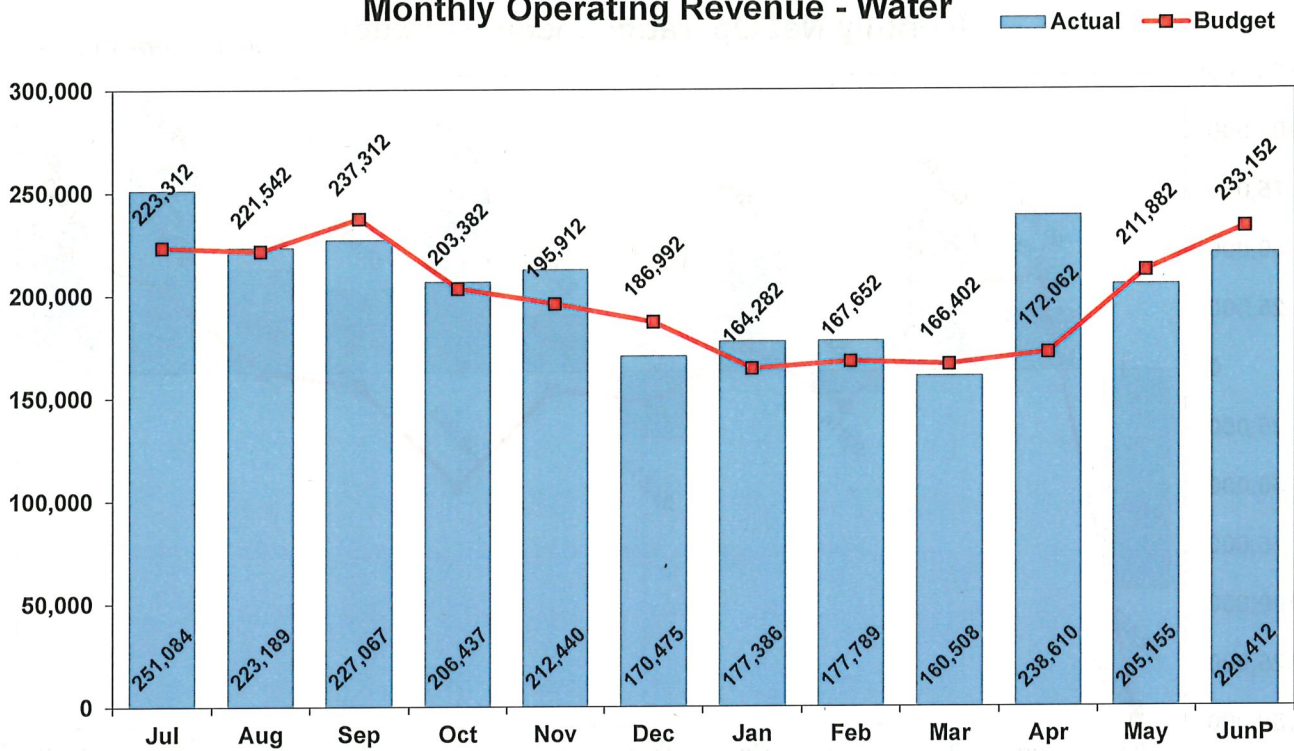
CASH AND SECURITIES DETAIL	2026 FYTD	FYE 2025	CHANGE
LAIF Investment Account	\$5,676,516	\$5,455,676	\$220,840
California CLASS Investment Account	5,623,601	5,406,252	217,349
Endowment Fund for Lot 54	28,916	27,810	1,107
Money Market Checking	2,817,153	2,552,024	265,129
Developer's Connection Fees	4,512	130,019	(125,507)
Developer's Conservation Fees	213,010	206,614	6,396
SUBTOTAL	\$14,363,709	\$13,778,395	\$585,315
Operations Checking	\$148,388	\$184,246	(\$35,858)
Payroll Checking	2,500	2,500	0
Payroll Benefits Checking	2,794	1,675	1,119
Cash on Hand	400	400	0
SUBTOTAL	\$154,081	\$188,820	(\$34,739)
TOTAL CASH AND SECURITIES	\$14,517,791	\$13,967,215	\$550,576



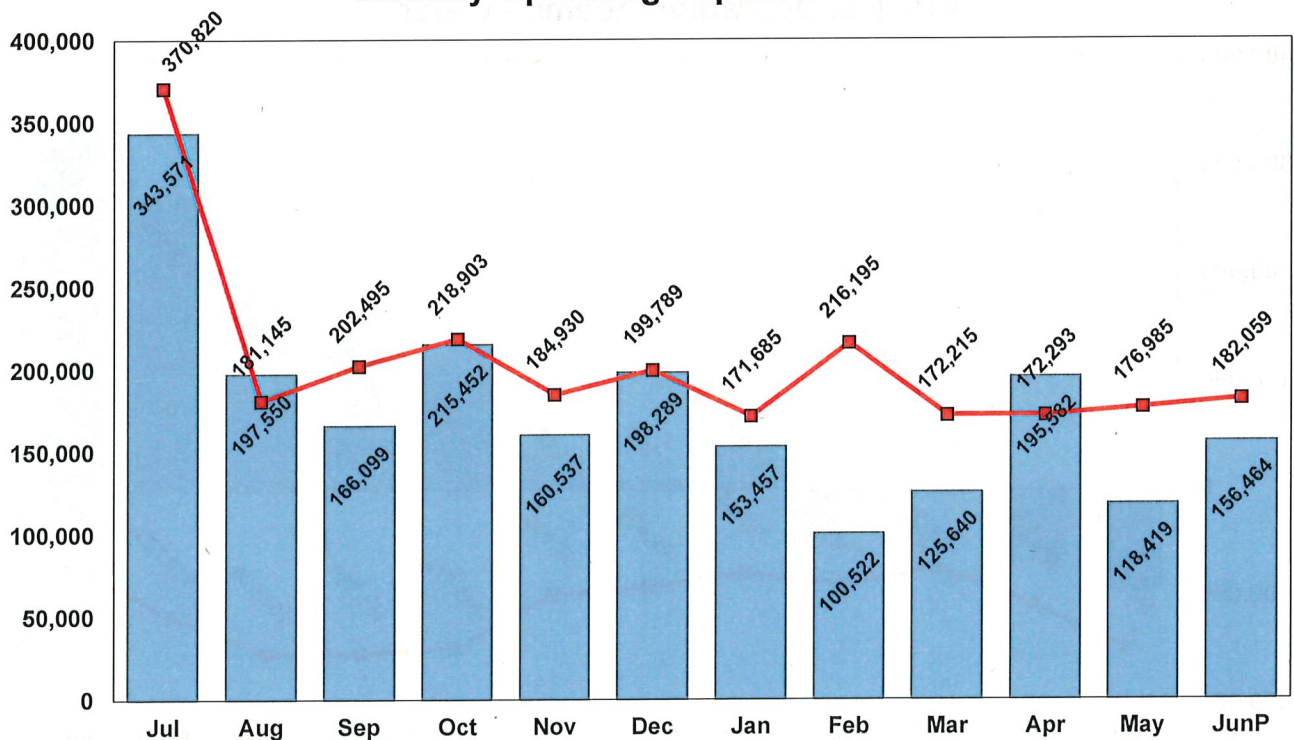
Operating Revenue and Expenses
Vandenberg Village Community Services District
July 1, 2025 to June 30, 2026

-19-

Monthly Operating Revenue - Water



Monthly Operating Expense - Water

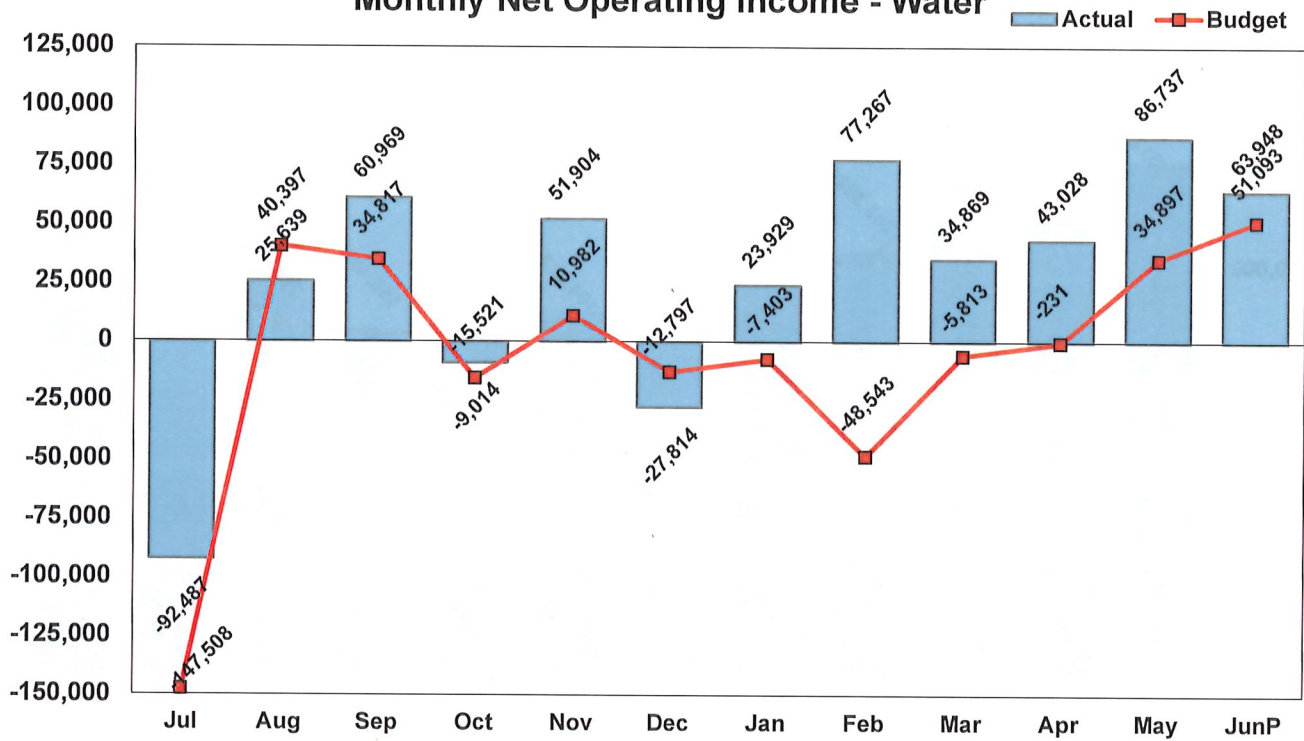


Operating Income

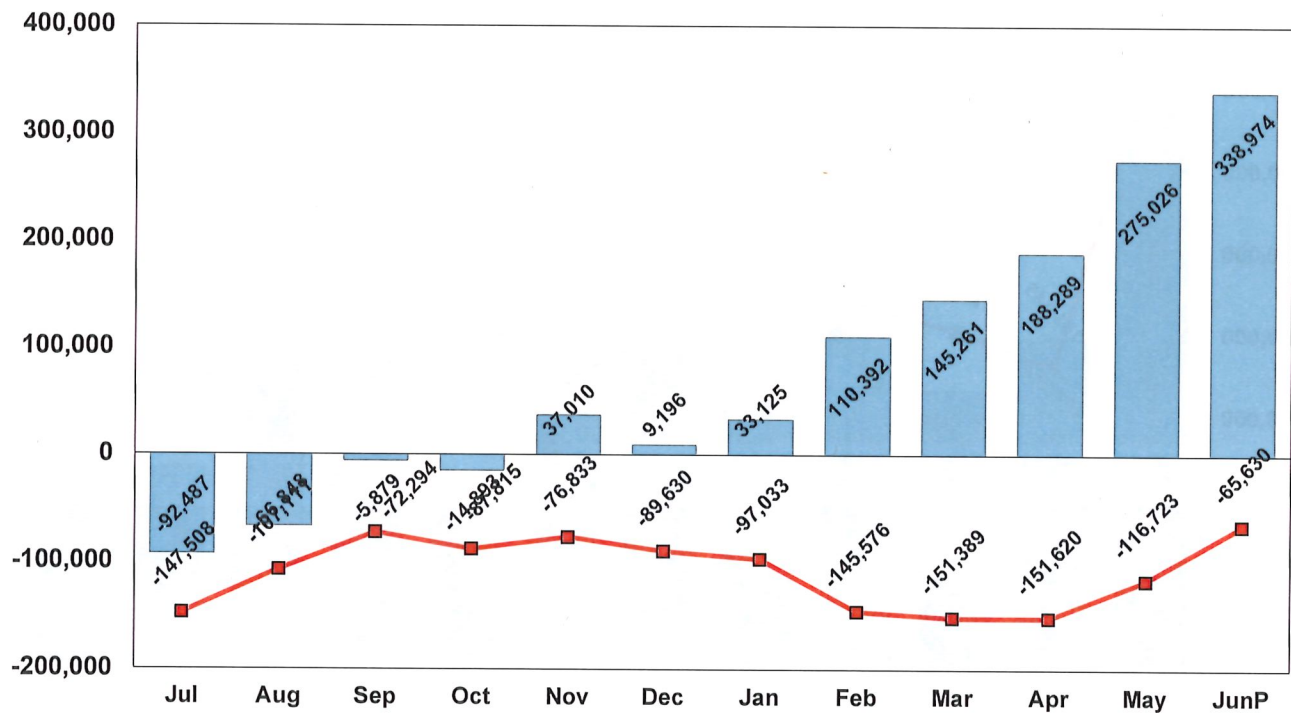
Vandenberg Village Community Services District

July 1, 2025 to June 30, 2026

Monthly Net Operating Income - Water

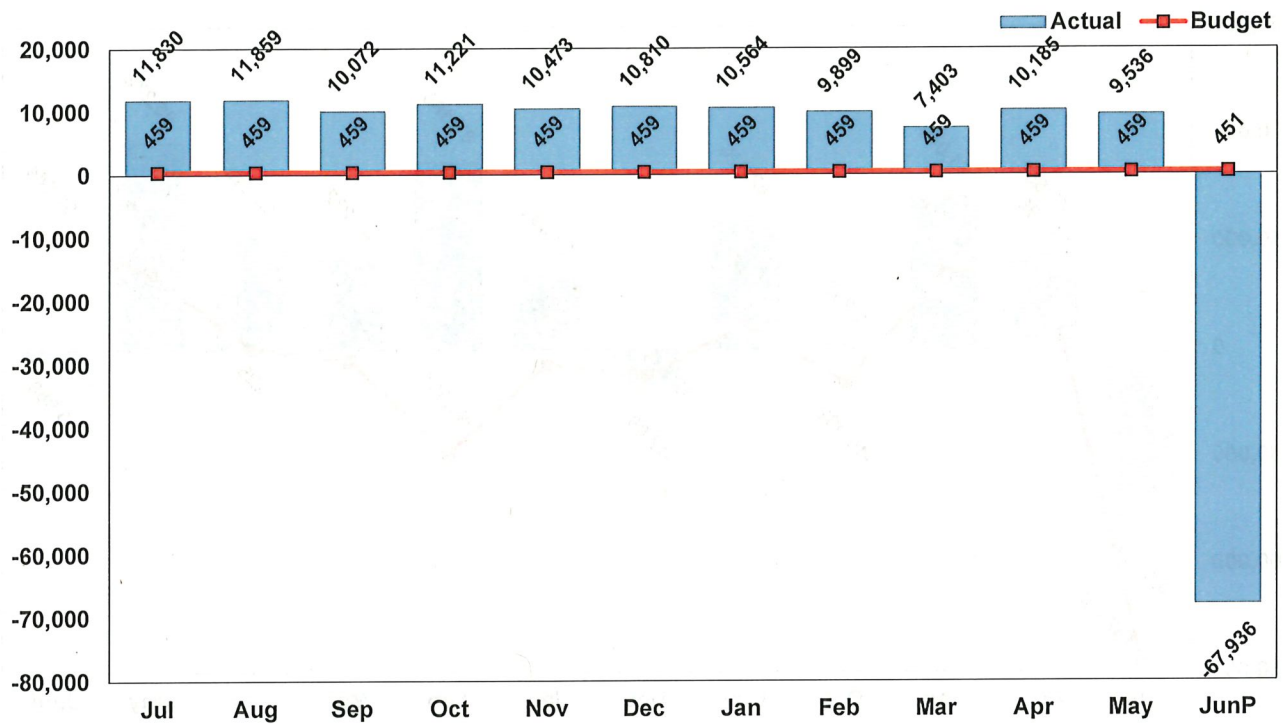


YTD Net Operating Income - Water

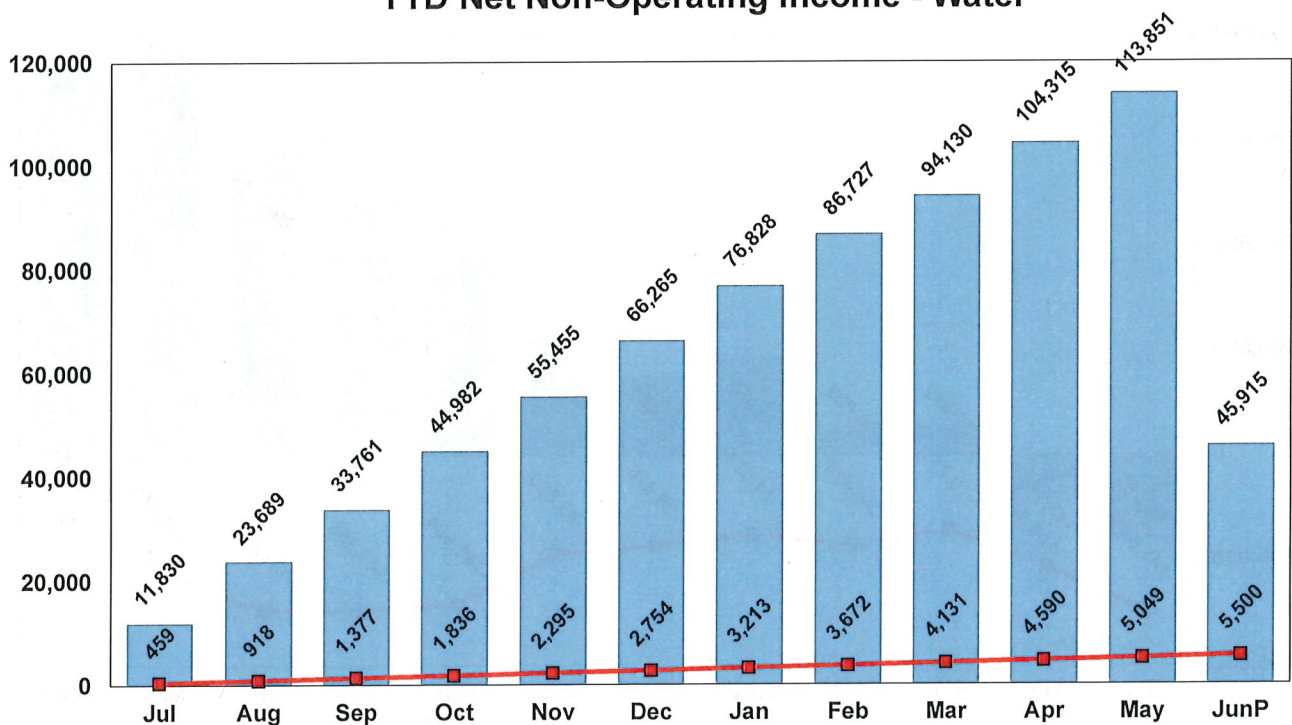


Non-Operating Income
Vandenberg Village Community Services District
July 1, 2025 to June 30, 2026

Monthly Net Non-Operating Income - Water

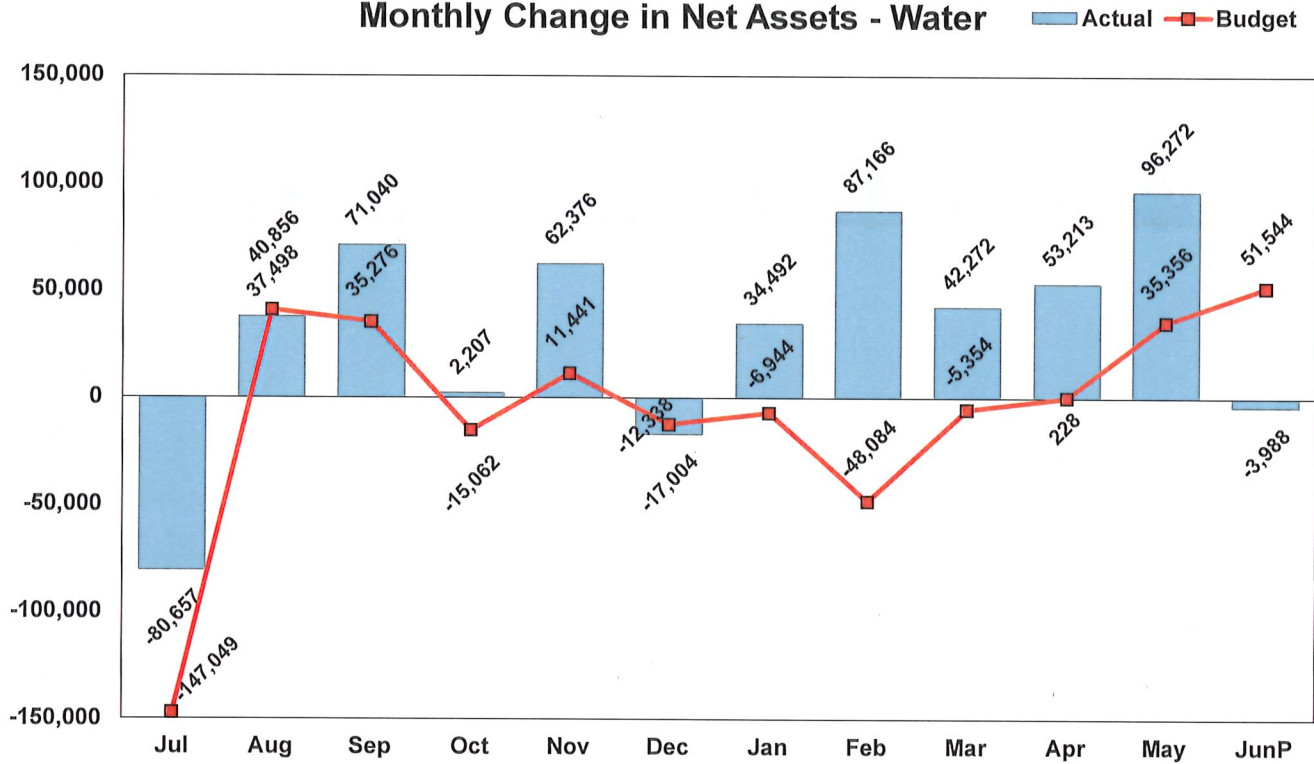


YTD Net Non-Operating Income - Water

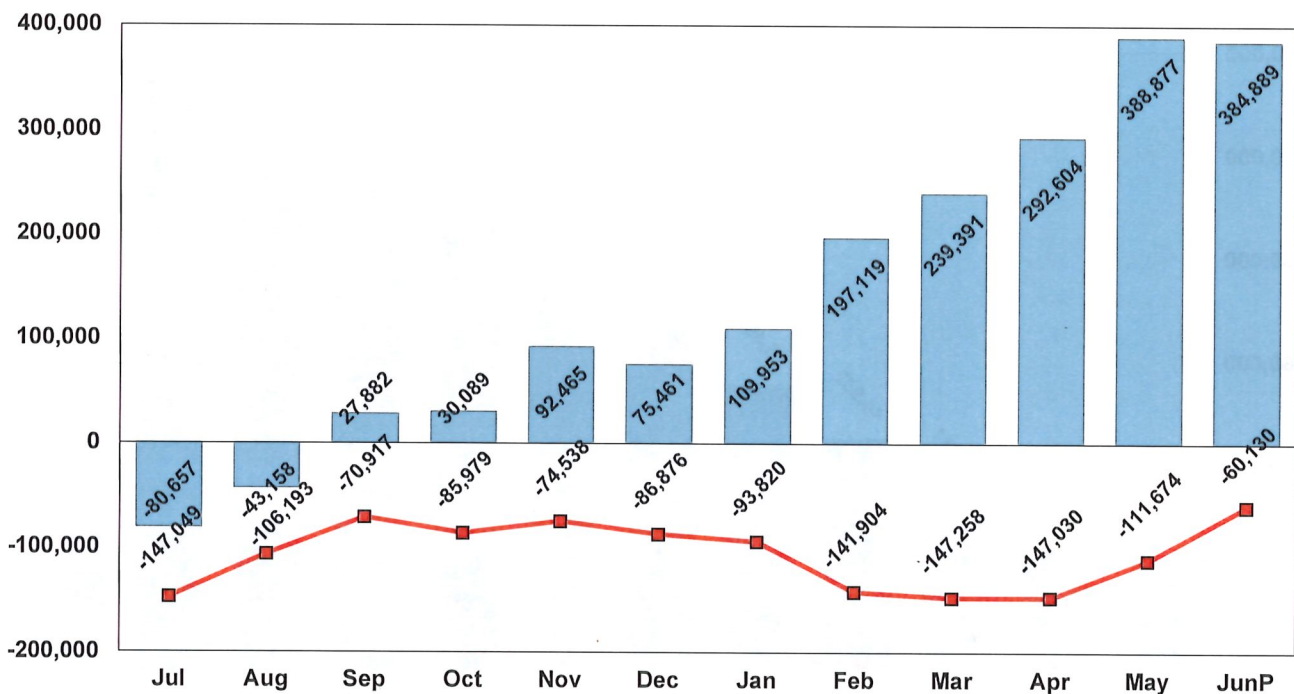


Change in Net Assets
Vandenberg Village Community Services District
July 1, 2025 to June 30, 2026

Monthly Change in Net Assets - Water

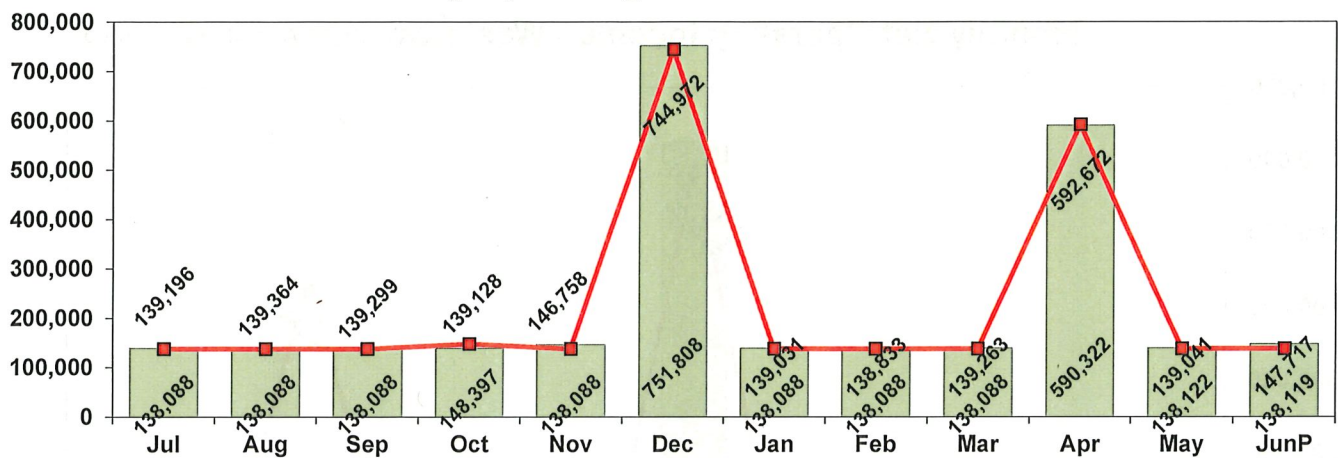


YTD Change in Net Assets - Water

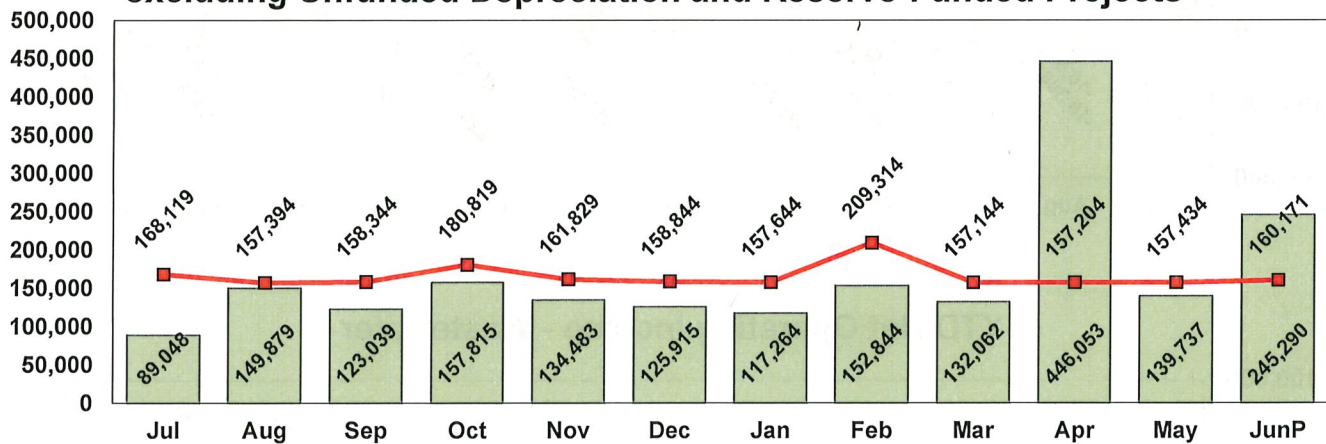


Operating Revenue and Expenses
Vandenberg Village Community Services District
July 1, 2025 to June 30, 2026

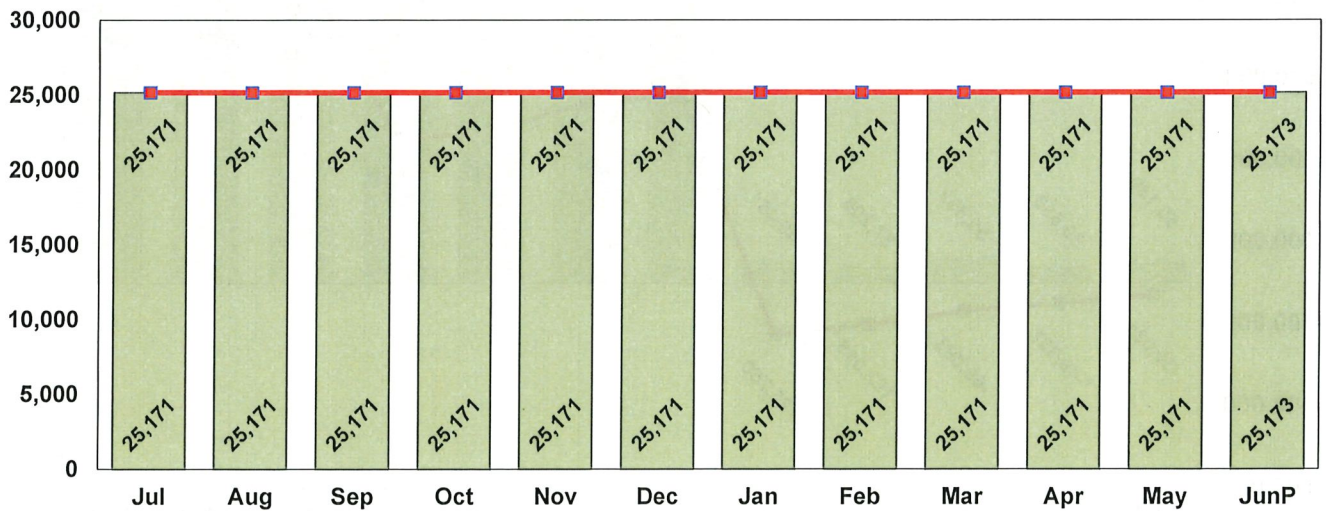
Monthly Operating Revenue - Wastewater



Monthly Operating Expense
excluding Unfunded Depreciation and Reserve-Funded Projects

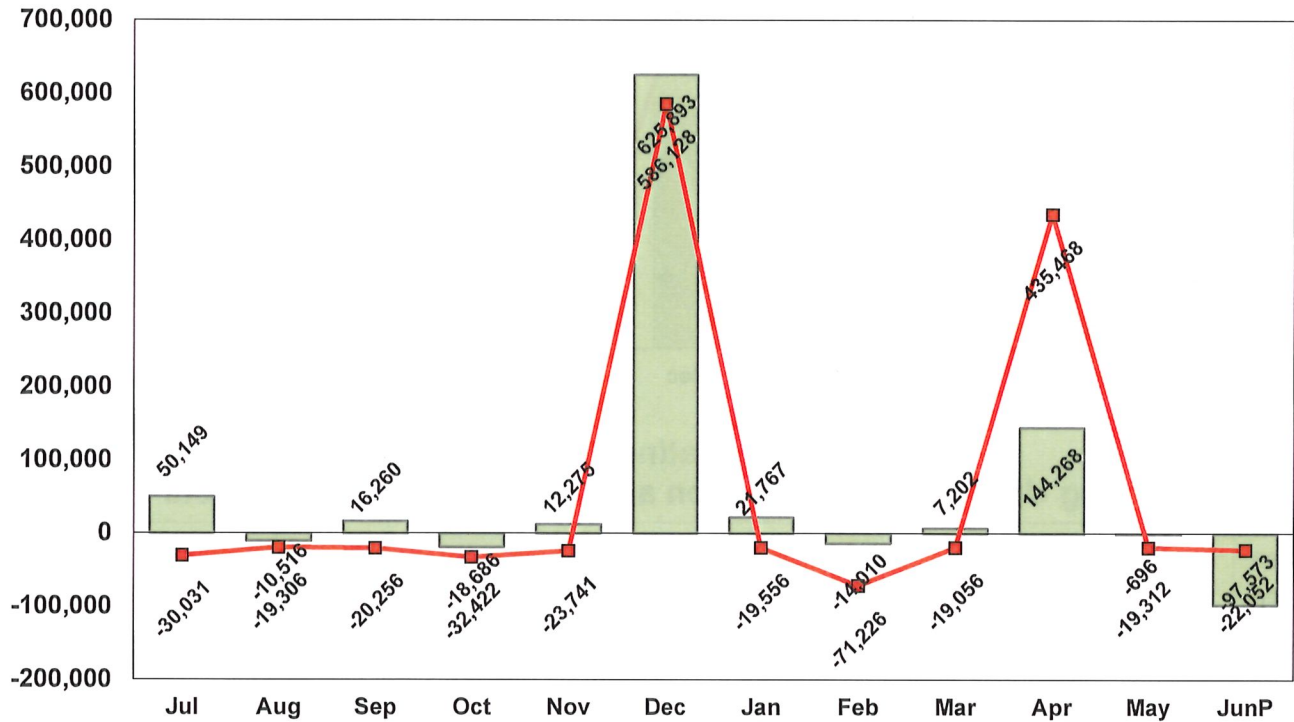


Monthly Operating Expense
Unfunded Depreciation and Reserve-Funded Projects

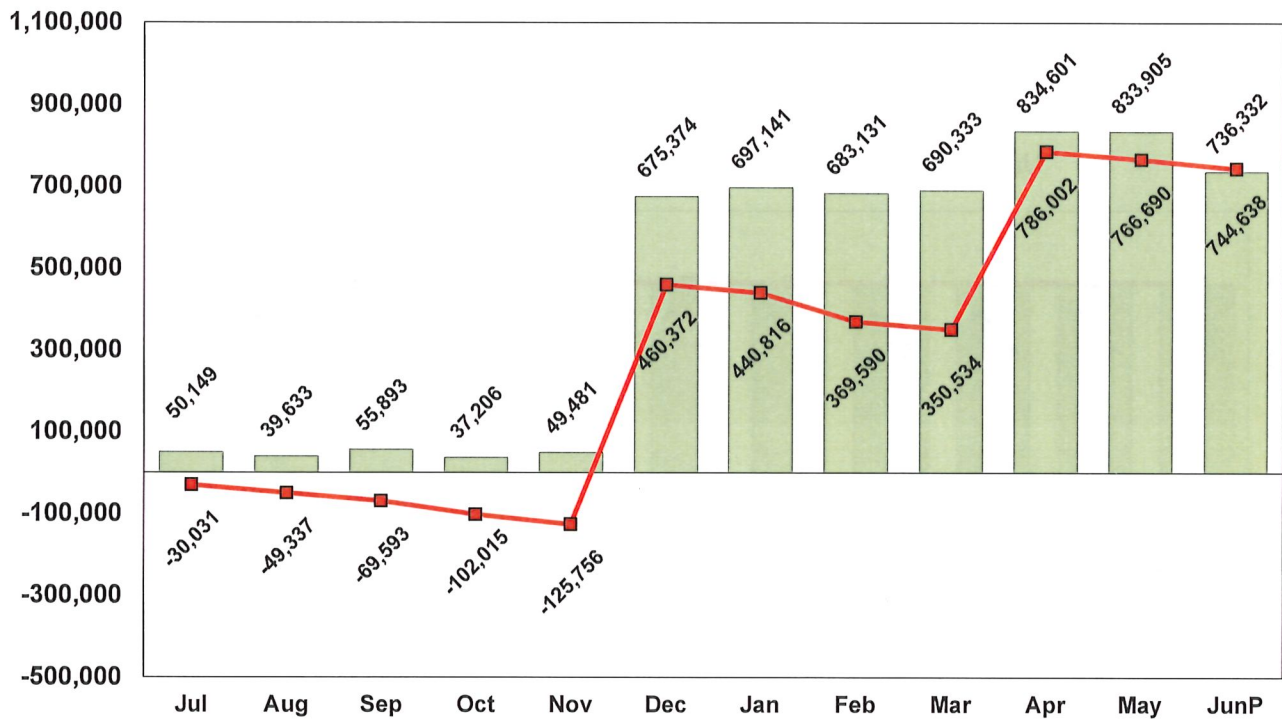


Operating Income Vandenberg Village Community Services District July 1, 2025 to June 30, 2026

Monthly Net Operating Income - Wastewater

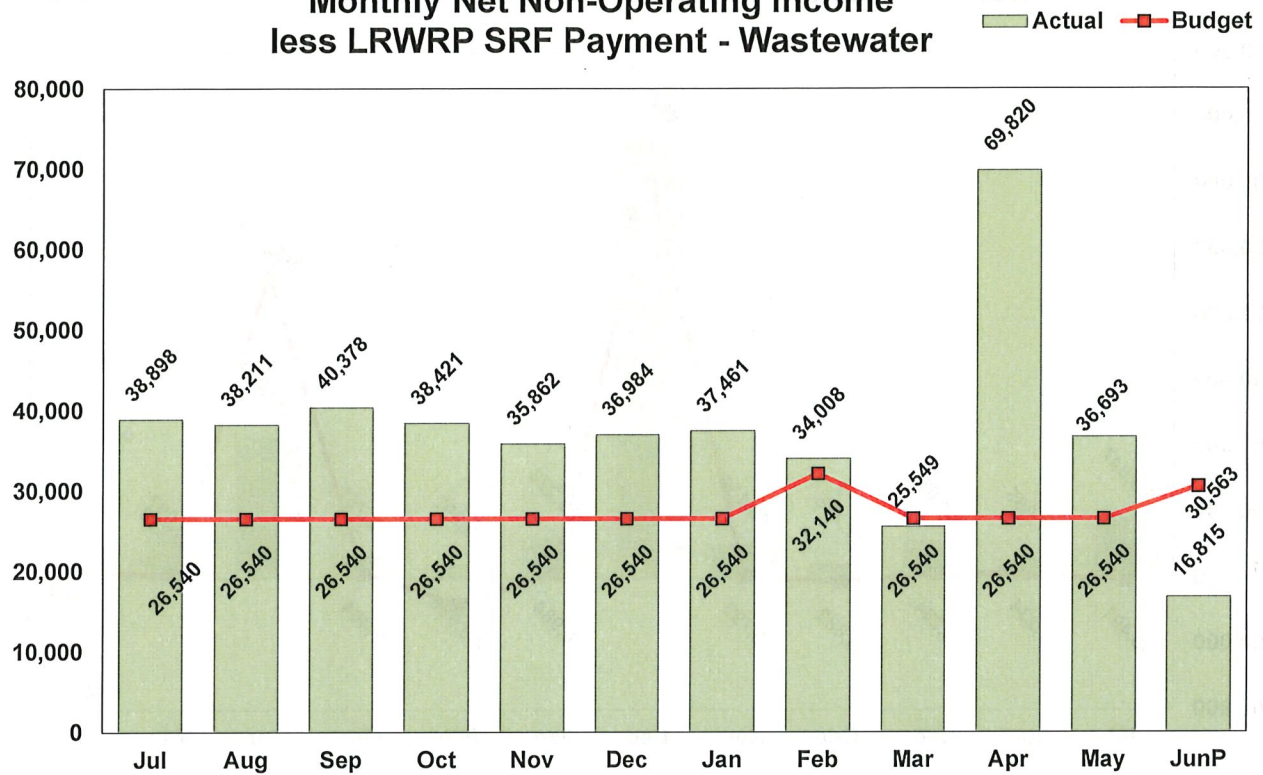


YTD Net Operating Income - Wastewater

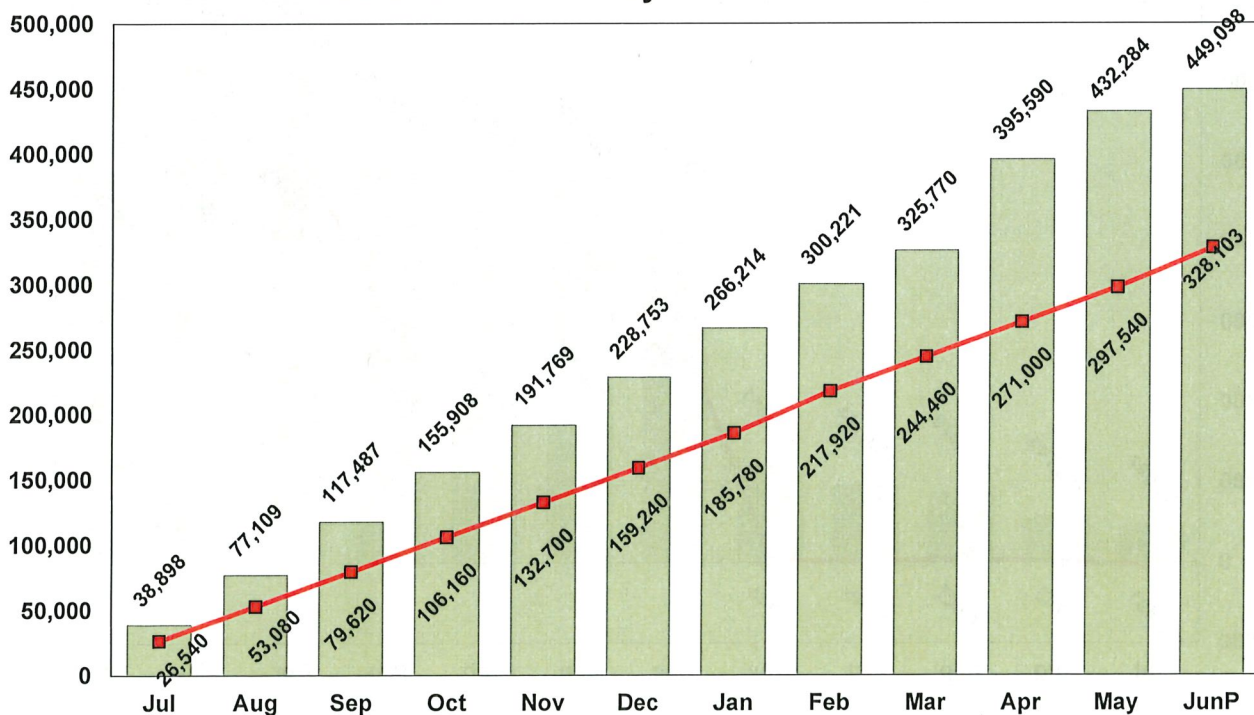


Non-Operating Income
Vandenberg Village Community Services District
July 1, 2025 to June 30, 2026

Monthly Net Non-Operating Income
less LRWRP SRF Payment - Wastewater

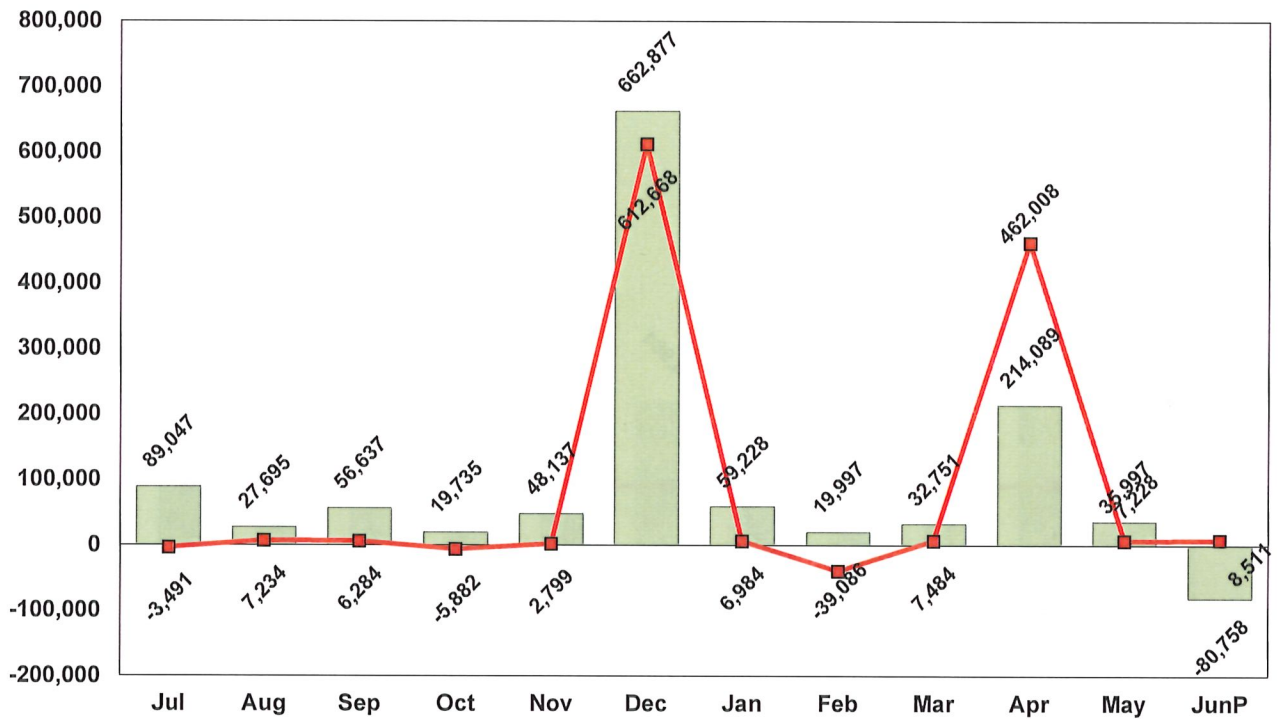


YTD Net Non-Operating Income
less LRWRP SRF Payment - Wastewater

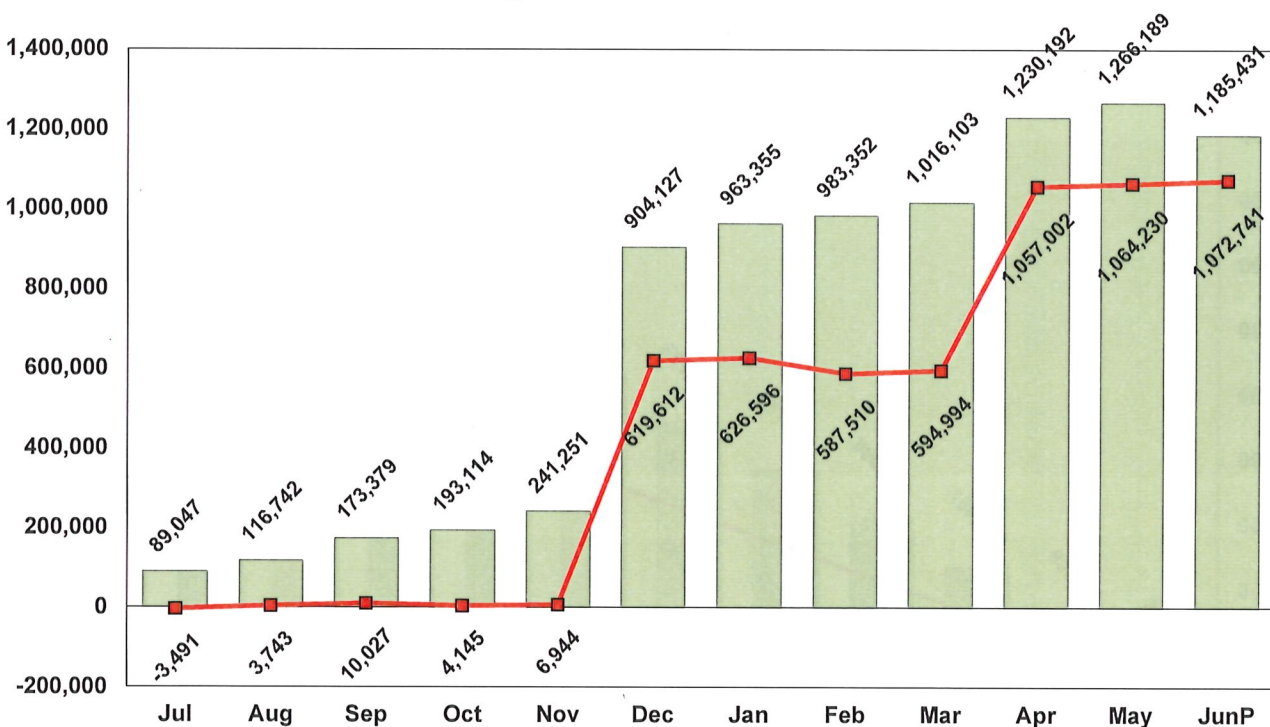


Change in Net Assets Vandenberg Village Community Services District July 1, 2025 to June 30, 2026

Monthly Change in Net Assets - Wastewater



YTD Change in Net Assets - Wastewater



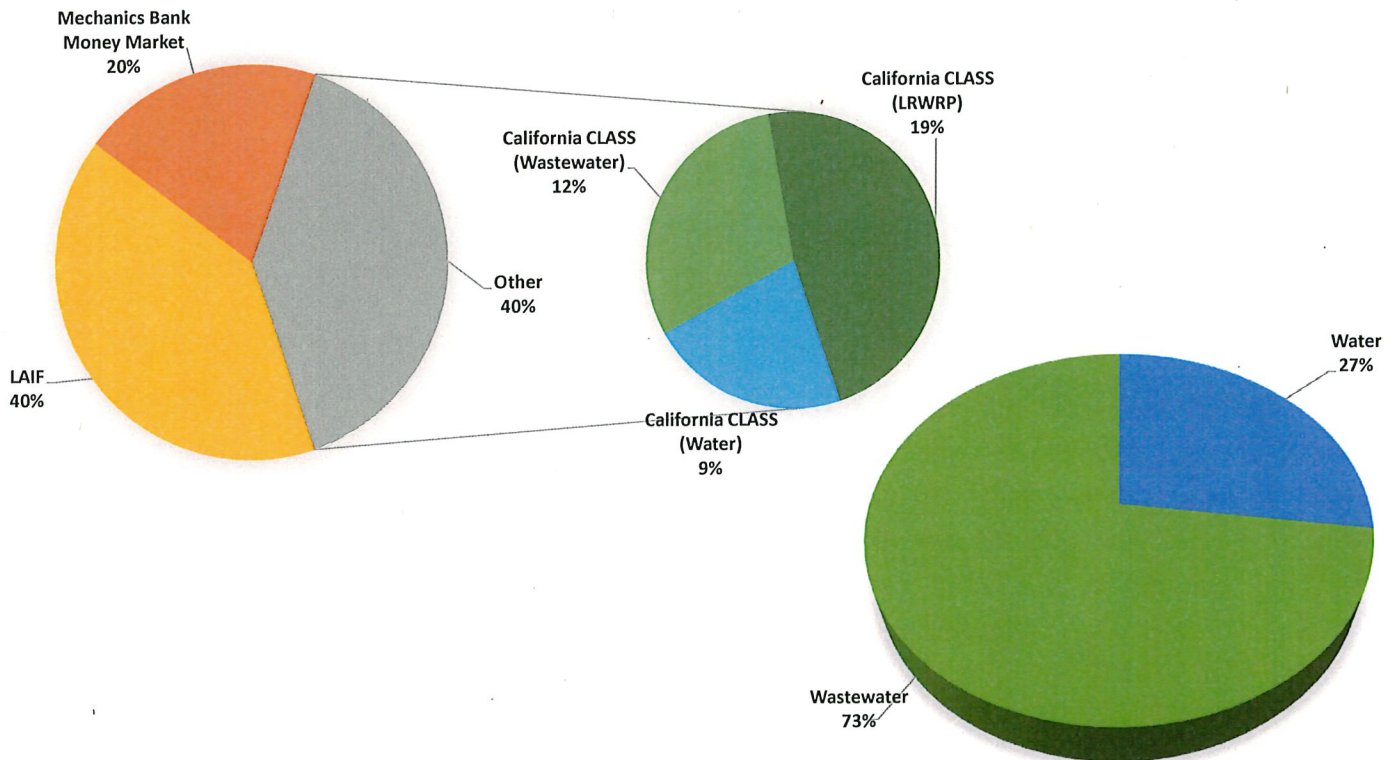
Statement of Cash Flow
Vandenberg Village Community Services District
For the Period from July 1, 2025 to June 30, 2026

	Water Fund	WW Fund	
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash received from customers and users	\$ 2,414,817	\$ 2,748,241	
Cash payments for goods and services	(1,361,701)	(799,824)	
Cash payments to employees	(455,693)	(263,037)	
Net Cash Provided by Operating Activities	\$ 597,423	\$ 1,685,381	\$ 2,282,804
CASH FLOWS FROM CAPITAL & RELATED FINANCING ACTIVITIES			
Due to other funds	1,000,000		
Due from other funds		(1,000,000)	
Cybersecurity Grant expenditures	(1,153)	(1,089)	
LRWRP Upgrade Principal Payment		(690,379)	
LRWRP Upgrade Interest Payment		(50,712)	
Connection fees collected	4,492	6,069	
Sale of capital assets	746	0	
Purchase of capital assets	(605,182)	(985,690)	
Net Cash Used - Capital & Related Financing Activities	398,903	(2,721,801)	(2,322,899)
CASH FLOWS FROM INVESTING ACTIVITIES			
Investment income	128,744	461,927	
Net Cash Provided by Investing Activities	128,744	461,927	590,671
Net Increase (Decrease) in Cash & Cash Equivalents	1,125,069	(574,494)	550,576
Cash and cash equivalents, beginning of year	3,487,792	10,479,422	13,967,215
Cash and cash equivalents, year-to-date	4,612,862	9,904,929	<u>\$ 14,517,791</u>
Reconciliation to the Statement of Net Assets:			
Cash on hand	\$ 400		\$ 400
Cash and short term investments	4,612,462	9,904,929	14,517,391
			<u>\$ 14,517,791</u>
Reconciliation of Operating Income to Net Cash Provided by Operating Activities			
Operating Income (excluding Connection fees)	\$ 338,974	\$ 434,280	
Adjustments to reconcile operating income to net cash provided by operating activities			
Depreciation	249,603	751,016	
Change in operating assets and liabilities:			
(Increase) decrease in accounts receivable	(17,435)	(1,593)	
(Increase) decrease in other receivables	(45,037)		
Increase (decrease) in accounts payable	79,491	447,333	
Increase (decrease) in accrued payroll	1,655	516	
Increase (decrease) in customer deposits	6,734	0	
Increase (decrease) in deferred revenue		71	
Increase (decrease) in compensated absences	2,673	(592)	
Increase (decrease) in net pension liability	(249,188)	(89,833)	
Increase (decrease) in deferred inflows	152,353	105,410	
Net Cash Provided by Operating Activities	\$ 597,423	\$ 1,685,381	\$ 2,282,804
Reconciliation to other financial statements			
Net operating income/(loss)	\$ 338,974	\$ 434,280	
Connection Fees received from developers	4,492	6,069	
Non-operating income (<i>Interest Revenue/Fair Market Value Offset</i>)	124,519	461,927	
Non-operating expenses (<i>Asset retirement/Interest expense</i>)	(78,604)	(63,540)	
Total YTD Net Income (<i>Current Earnings on Statement of Net Position</i>)	\$ 389,381	\$ 838,736	\$ 1,228,117
Add back YTD Unfunded Depreciation		302,052	
Add back Interest Expense on LRWRP SRF Loan		50,712	
Less Connection Fees received from developers	(4,492)	(6,069)	
YTD Change in Net Assets on Revenue and Expense charts	\$ 384,889	\$ 1,185,431	\$ 1,570,320

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
Schedule of Investments
As of June 30, 2026

-29-

Banking Institution	Certificate/ Account No.	Rate / Term	Beginning Balance	Deposit (Withdrawal)	Interest Earned/ Accrued	Total Principal & Interest	Water	Wastewater
Local Agency Investment Fund (LAIF)	16-42-005	3.92% / quarterly	\$5,682,987		\$55,476	\$5,738,463	\$1,757,350	\$3,981,112
California CLASS (Water)	01-0153-001	3.70% / monthly	\$1,224,225		\$11,316	\$1,235,541	\$1,235,541	
California CLASS (Wastewater)	01-0153-002	3.70% / monthly	\$1,695,825		\$15,676	\$1,711,500		\$1,711,500
California CLASS (LRWRP)	01-0153-006	3.70% / monthly	\$2,652,045		\$24,515	\$2,676,560		\$2,676,560
Mechanics Bank Money Market Savings	9651012305	3.74% APY	\$3,375,652	\$461,650 (\$1,050,000)	\$29,851	\$2,817,153	\$862,727	\$1,954,426
				TOTAL	\$136,834	\$14,179,217	\$3,855,618	\$10,323,599



NOTES:

- 1) VVCS investments are in compliance with the Standard of Investment Policy approved by the Board of Directors.
- 2) Based on projected income and expenses, the District has the ability to meet the next six months of cash flow requirements.
- 3) The market value source documents are statements provided by the respective banking institutions.
- 4) This report is published in accordance with California Government Code 53646(b).

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

Disbursement # 08-26 From 7/1/2026 To 7/31/2026
Board Meeting Date 8/4/2026 Item: 6.B.3

Accounts Payable Amount	\$704,990.47
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Check Numbers 30727-30771

Void Checks none

Electronic Vendor Payment Amount	\$3,585.34
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Confirmation Numbers 081057, 653669, 653670,
653671, 857177

A/P Hand Check Amount

Check Numbers

Payroll Amount	\$321,449.16
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Check Numbers	electronically transferred, 10153, 10154, 10155
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Investment Transfers

Confirmation Numbers

Disbursements/Investments

A/P Checks	704,990.47
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Electronic Vendor Payments	3,585.34
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A/P Hand Checks	0.00
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Payroll	321,449.16
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Investments	0.00
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TOTAL	\$1,030,024.97
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REPORT.: Jul 30 26 Thursday
RUN...: Jul 30 26 Time: 09:23
Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD
Cash Disbursement Detail Report
Check Listing for 07-26 thru 07-26 Bank Account.: 13100

PAGE: 001
ID #: PY-DP
CTL.: VAN

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
030727	07/09/26	3RD01	3RD GEN PUMP & WELL SERVI	10581.00	2185	PARTIAL REPAIR - WELL 1B PUMP
030728	07/09/26	ACW03	ACWA JOINT POWERS INSURAN	11455.47	709685	GROUP MEDICAL, DENTAL, VISION, LIFE, EAP 08/26
030729	07/09/26	AMA01	AMAZON CAPITAL SERVICES	594.98	GJWN-CWR7	SUPPLIES,CARPORT LIGHTS,SURGE PROTECTOR,PWR STRIP
030730	07/09/26	AME02	AMERICAN INDUSTRIAL SUPPL	129.49	101890-IN	ATLAS300 GLOVES (QTY24)&ECOTEK NITRILE GLOVES
030731	07/09/26	CLS01	CLINICAL LABS OF SAN	1250.00	1024359	MONTHLY BAC,IRON,MANG,PHY, ATRA,SIMA TESTS 5/26
030732	07/09/26	COR04	CORE & MAIN LP	10701.00	Z246979	24"SBF1900 FRAME&COVER MARKED SEWER(QTY24)-PO#1808
030733	07/09/26	COV01	COVERALL MOUNTAIN & PACIF	445.00	637308	JANITORIAL SERVICE 07/26
030734	07/09/26	FAM01	FAMCON PIPE & SUPPLY, INC	1343.06 -500.25 6756.64 1166.89	83324.001 83324.002C 83400.001 84494.001	MATERIAL TO REPLACE 2" GATE VALVE-FIRE STATION CREDIT - RETURN 2" GATE VALVE - FIRE STATION ANGLE STOPS, TEES, COUPLINGS, JOINT NUTS VALVES AND GASKETS
			Check Total.....:	8766.34		
030735	07/09/26	FAR01	FARWEST CORROSION CONTROL	2580.00	30143-IN	TANKS 5A & 5B CATHODIC PROTECTION TESTING
030736	07/09/26	FLU02	FLUME, INC.	280.15	2858	REBATES FOR FLUME SMART MONITOR (QTY 2)
030737	07/09/26	JEN02	BRIANNA JENNINGS	189.05	C60708	MILEAGE REIMBURSEMENT - MECHANICS BANK
030738	07/09/26	JPI02	ACWA/JPIA	2743.28	V004-0726	WORKERS' COMP PREMIUM 4/26-6/26
030739	07/09/26	MAR02	MARBORG INDUSTRIES	65.72 186.54	6893549 6893672	TRASH COLLECTION - OFFICE 6/26 TRASH COLLECTION - SHOP 6/26
			Check Total.....:	252.26		
030740	07/09/26	PER08	PERRY'S AUTO PARTS & SERV	458.64	214384	UNIT#24 FORD F650 DUMP TRUCK-OIL & FILTERS CHANGE
030741	07/09/26	PLA01	PLAN IT SOFTWARE LLC	2625.00	PLAN-2513	PLAN IT! CIP SOFTWARE SUBSCRIPTION 08/26-07/27
030742	07/09/26	SAN07	SANTA BARBARA COUNTY	225.00	93600626	LEGAL COUNSEL 4/26-6/26
030743	07/09/26	SMI02	SMITH & LOVELESS, INC.	179.68	200832-1	SALES TAX - INVOICE #200832
030744	07/09/26	SOU01	SO.CALIFORNIA GAS CO.INC.	57.95 26.66	79000626 84180626	SO.CALIF GAS-WELL 1B 05/26/26-06/24/26 SO. CALIF GAS-OFFICE 05/26/26-06/24/26
			Check Total.....:	84.61		
030745	07/09/26	UBE01	UBEO WEST LLC	316.81	5310409	COPIER CONTRACT USAGE 7/1/26-7/31/26

REPORT.: Jul 30 26 Thursday
RUN....: Jul 30 26 Time: 09:23
Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD
Cash Disbursement Detail Report
Check Listing for 07-26 thru 07-26 Bank Account.: 13100

PAGE: 002
ID #: PY-DP
CTL.: VAN

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
030746	07/09/26	UND01	UNDERGROUND SERVICE ALERT	65.90	20260790	USA TICKETS 06/26
030747	07/09/26	USB02	U.S.BANK CORPORATE PAYMEN	5711.08	32560626	CSDA, SUBS, TONER, PLAUD NOTE, TRI-STATE, FUEL
030748	07/09/26	VAL04	VALLEY ROCK READY MIX, IN	485.14	26-40593	SLURRY-1"COPPER SERV.LINE REPAIR-3955 NEPTUNE AVE
030749	07/09/26	VES01	VESTIS	92.07 67.16	21055591 21059577	CONTINUOUS TOWELS, SHOP TOWELS, SUPPLIES 06/25/26 PAPER TISSUE, PAPER TOWELS 07/02/26
			Check Total.....:	159.23		
030750	07/09/26	WES05	WESTERN EXTERMINATOR CO.	57.50 84.75 19.35 41.15	97611602 97611603 97611604 97611605	EXTERIOR RODENT CONTROL - SITE #3 EXTERIOR RODENT CONTROL - SITE #1 INTERIOR RODENT CONTROL - SITE #1 EXTERIOR INSECT PERIMETER TREATMENT - SITE #1
			Check Total.....:	202.75		
030751	07/09/26	\A001	JUAN ANDALON	50.45	000C60601	CUSTOMER REFUND-AND0049-4188 CONSTELLATION ROAD
030752	07/09/26	\H004	HACIENDA OAKS PROPERTY M	43.15	000C60601	CUSTOMER REFUND-HAC0003-3824-1 CASSINI CIRCLE
030753	07/09/26	\S003	MARLENY X. SANCHEZ	86.42	000C60601	CUSTOMER REFUND-SAN0061-4123 CONSTELLATION ROAD
030754	07/09/26	\S004	WESTON L. SMITH	53.77	000C60601	CUSTOMER REFUND-SMI0108-4034 CAPELLA DRIVE
030755	07/23/26	3RD01	3RD GEN PUMP & WELL SERVI	9997.00	2204	INSTALLATION OF EQUIPMENT & START UP-WELL 1B PUMP
030756	07/23/26	COM03	COMCAST	433.24	10520726	INTERNET - OFFICE 07/20/26-08/19/26
030757	07/23/26	COR01	CORBIN WILLITS SYSTEM INC	949.35	C607151	SERVICE AND ENHANCEMENT FEE 08/26
030758	07/23/26	CUT01	CUT & CLEAN LANDSCAPE SER	270.00	10187	OFFICE YARD MAINTENANCE & HAUL-AWAY SERVICE 07/26
030759	07/23/26	CWE04	CWEA	118.00	480055726	COLLECTION 1 RENEWAL - A. GRIFFIN #480055
030760	07/23/26	FRO01	FRONTIER	303.19 400.40	28850826 49050826	FRONTIER 733-2475 07/13/26-08/12/26 FRONTIER 733-3615/3975 07/13/26-08/12/26
			Check Total.....:	703.59		
030761	07/23/26	INK01	INKLINGS PRINTING CO.	2527.97 2247.73	130396 130397	WINDOW ENVELOPES W/ INDICIA (QTY 30,000) RETURN ENVELOPES (QTY 30,000)
			Check Total.....:	4775.70		
030762	07/23/26	JPI01	ACWA/JPIA	1351.27	1561	CYBER LIABILITY PREMIUM 7/26-7/27
030763	07/23/26	NAT01	NATIONAL GROUP TRUST	685.91	23940826	LONG-TERM DISABILITY 08/26

REPORT.: Jul 30 26 Thursday
RUN....: Jul 30 26 Time: 09:23
Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD
Cash Disbursement Detail Report
Check Listing for 07-26 thru 07-26 Bank Account.: 13100

PAGE: 003
ID #: PY-DP
CTL.: VAN

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
030764	07/23/26	PGE01	PACIFIC GAS & ELECT. INC.	53901.20	6872-0726	PG&E CHARGES 6/1/26-6/30/26
030765	07/23/26	SAN01	SANTA YNEZ RIVER	9598.13	50280626	SYRWCD PUMP TAX 1/26-6/26
030766	07/23/26	STE04	STERICYCLE, INC.	343.68	14866489	DOCUMENT SHREDDING SERVICE 6/16/26, 6/30/26
030767	07/23/26	USA01	USA BLUE BOOK	9.24	1091662	7X10 IN CONFINED SPACE SIGN
				383.44	1093272	FOOD GRADE ANTI-SEIZE - FIRE HYDRANTS (QTY 12)
			Check Total.....:	392.68		
030768	07/23/26	VAL04	VALLEY ROCK READY MIX, IN	645.15	26-40633	SLURRY - PB REPLACE - 4184 & 4188 VANGUARD DRIVE
030769	07/23/26	VES01	VESTIS	84.12	21063559	CONTINUOUS TOWELS, SHOP TOWELS, SUPPLIES 07/09/26
				67.16	21067305	PAPER TISSUE, PAPER TOWELS 07/16/26
			Check Total.....:	151.28		
030770	07/23/26	VOR01	VORTEX SERVICES LLC	461932.75	2621724-2	8" SEWER MAIN RELINING, LATERALS, RETENTION
				97873.75	2621724-3	MOBILIZE, 12" SEWER MAIN, REHAB MH, TRAFFIC, RETENTION
			Check Total.....:	559806.50		
030771	07/23/26	WES05	WESTERN EXTERMINATOR CO.	94.64	99685694	GOPHER CONTROL SERVICE 07/26
				57.50	99688269	EXTERIOR RODENT CONTROL - LS #2
			Check Total.....:	152.14		
081057	07/09/26	TIE01	TIERZERO CLOUD COMMUNICAT	393.17	75476	TIERZERO CLOUD COMMUNICATIONS ACCT FEE 07/26
653669	07/09/26	PIT03	PITNEY BOWES	201.00	76730626	POSTAGE FOR METER
653670	07/09/26	PIT01	PITNEY BOWES GLOBAL FINAN	290.24	107967340	PB METER & MAIL MACHINE RENTAL 4/26-7/26
653671	07/09/26	PIT02	PITNEY BOWES INC	1528.00	29725677	FOLDER/INSERTER SERVICE AGREEMENT 7/28/25-7/27/26
857177	07/23/26	PIT03	PITNEY BOWES	1172.93	01340726	POSTAGE FOR BILLS 6/26
			Cash Account Total.....:	708575.81		
			Total Disbursements.....:	708575.81		
				=====		
			Cash Account Total.....:	.00		

REPORT.: Jul 30 26 Thursday
RUN....: Jul 30 26 Time: 09:23
Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD
Cash Disbursement Detail Report - Payroll Vendor Payment(s)
Check Listing for 07-26 thru 07-26 Bank Account.: 13101

PAGE: 004
ID #: PY-DP
CTL.: VAN

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
243513	07/02/26	PUB02	PUBLIC EMPLOYEES	102743.56	3C60702	FY27PERS ER CONTRIB-CLSSC
243514	07/02/26	PUB02	PUBLIC EMPLOYEES	97079.44	4C60702	FY27PERS ER CONTRIB-PEPRA
243530	07/02/26	PUB02	PUBLIC EMPLOYEES	1849.63	C60702	PERS TDMC PP#13
243531	07/02/26	PUB02	PUBLIC EMPLOYEES	687.65	1C60702	PERS EPMC PP#13
243532	07/02/26	PUB02	PUBLIC EMPLOYEES	3959.53	2C60702	PERS EMPLR CONTRIB. PP#13
243540	07/02/26	PER04	CALPERS 457 PLAN	550.00	C60702	EMPLOYER PERS 457 PP#13
243541	07/02/26	PER04	CALPERS 457 PLAN	1169.24	1C60702	EMPLOYEE PERS 457 PP#13
356270	07/17/26	PUB02	PUBLIC EMPLOYEES	1905.83	C60717	PERS TDMC PP#14
356271	07/17/26	PUB02	PUBLIC EMPLOYEES	701.98	1C60717	PERS EPMC PP#14
356272	07/17/26	PUB02	PUBLIC EMPLOYEES	4052.02	2C60717	PERS EMPLR CONTRIB. PP#14
356280	07/17/26	PER04	CALPERS 457 PLAN	550.00	C60717	EMPLOYER PERS 457 PP#14
356281	07/17/26	PER04	CALPERS 457 PLAN	1187.72	1C60717	EMPLOYEE PERS 457 PP#14
382910	07/17/26	EFT01	EFTPS	3673.81	C60717	FEDERAL WH TAXES PP#14
382911	07/17/26	EFT01	EFTPS	1006.38	1C60717	FICA MEDICARE PP#14
462730	07/31/26	EFT01	EFTPS	3869.23	C60731	FEDERAL WH TAXES PP#15
462731	07/31/26	EFT01	EFTPS	1017.04	1C60731	FICA MEDICARE PP#15
467870	07/31/26	PUB02	PUBLIC EMPLOYEES	1907.54	C60731	PERS TDMC PP#15
467871	07/31/26	PUB02	PUBLIC EMPLOYEES	705.56	1C60731	PERS EPMC PP#15
467872	07/31/26	PUB02	PUBLIC EMPLOYEES	4064.49	2C60731	PERS EMPLR CONTRIB. PP#15
467880	07/31/26	PER04	CALPERS 457 PLAN	550.00	C60731	EMPLOYER PERS 457 PP#15
467881	07/31/26	PER04	CALPERS 457 PLAN	1197.80	1C60731	EMPLOYEE PERS 457 PP#15
515360	07/02/26	EMP01	EMPLOYMENT DEVELOP.DEPART	1461.35	C60702	STATE WH TAXES PP#13
515361	07/02/26	EMP01	EMPLOYMENT DEVELOP.DEPART	456.02	1C60702	STATE DISABILITY PP#13
759200	07/31/26	EMP01	EMPLOYMENT DEVELOP.DEPART	1488.10	C60731	STATE WH TAXES PP#15
759201	07/31/26	EMP01	EMPLOYMENT DEVELOP.DEPART	455.93	1C60731	STATE DISABILITY PP#15

REPORT.: Jul 30 26 Thursday
RUN....: Jul 30 26 Time: 09:23
Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD
Cash Disbursement Detail Report - Payroll Vendor Payment(s)
Check Listing for 07-26 thru 07-26 Bank Account.: 13101

PAGE: 005
ID #: PY-DP
CTL.: VAN

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
795460	07/02/26	EFT01	EFTPS	3842.58	C60702	FEDERAL WH TAXES PP#13
795461	07/02/26	EFT01	EFTPS	1020.08	1C60702	FICA MEDICARE PP#13
955680	07/17/26	EMP01	EMPLOYMENT DEVELOP.DEPART	1371.12	C60717	STATE WH TAXES PP#14
955681	07/17/26	EMP01	EMPLOYMENT DEVELOP.DEPART	448.55	1C60717	STATE DISABILITY PP#14
Cash Account Total.....:				244972.18		
Total Disbursements.....:				244972.18		
				=====		

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 6.C

FROM: Cynthia Allen, General Manager *CA*
Patricia LeCavalier, Financial Services Manager *PL*

DATE: August 4, 2026

SUBJECT: Public Official Reimbursement Report

Recommendation: Review reimbursements for Fiscal Year 2025-26

Policy Issues:

- California Government Code § 53065.5 requires special districts to disclose any reimbursement of at least \$100 for each individual charge paid to any employee or member of the governing body.
- An "individual charge" includes but is not limited to one meal, lodging for one day, transportation, or a registration fee.
- The disclosure requirement must be fulfilled by publishing the information and making it available for public inspection.

Resource Impact: All of these reimbursements are funded in the District's annual budget for employee travel expense and Directors expense.

Discussion: Although only individual charges of \$100 or more are required to be disclosed, the District has chosen to disclose all costs incurred by employees and directors for travel, meals, lodging, and registration. This information is detailed on a computer printout which is available for public inspection at the District Office.

The following table lists the FY 2025-26 reimbursements subject to disclosure:

Date	Individual	Description	Amount
Sep-25	Allen	CSDA Conference – Mileage, Meals, Incidentals	453.80
Aug-25	Cole	Tri-State Seminar – Meals, Incidentals	461.00
Feb-26	Cole	SCADA Testing – Meals, Incidentals	335.00
Mar-26	Cole	Fuel Reimbursement	150.00
May-26	Cole	CRWA Expo – Meals, Incidentals	170.00
May-26	Cole	Fuel Reimbursement	100.00
Sep-25	Gonzales	CSDA Conference – Mileage, Incidentals	290.80
Aug-25	Griffin	Tri-State Seminar – Meals, Incidentals	375.00
Jun-26	Jennings	Annual Mileage Reimbursement	189.05
May-26	Kirkland	CRWA Expo – Meals, Incidentals	170.00
Sep-25	Stassi	CSDA Conference – Mileage, Incidentals	252.65
		Total	2,947.30

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
AGENDA MEMORANDUM

TO: Board of Directors

ITEM: 6.D

FROM: Cynthia Allen, General Manager 

DATE: August 4, 2026

SUBJECT: Surplus Property

Recommendation: Declare the attached list of items as surplus.

Policy Implications: District Ordinance § 1.6.1.8 requires the Board to determine surplus property and authorizes the General Manager to arrange for its disposal.

Resource Impacts: Insignificant. There is a small fee for items that are disposed of at the dump. Items that are sold may generate some revenue.

Alternatives Considered: None. The items on the list have exceeded their life expectancy and can no longer be used reliably.

Discussion: The attached list contains items that have either been replaced or that we no longer use. Most are obsolete and do not work. Staff wants to dispose of them to free up space and focus effort and resources on maintaining needed property in good condition.

Attachment: List of property to be declared surplus to the needs of the District.

Vandenberg Village Community Services District
List of Property to be Declared Surplus by the Board
August 4, 2026

DESCRIPTION		PURCHASE DATE	REASON FOR SURPLUS
OptiPlex 7060 Computer	9MQDRR2	Oct-2018	Obsolete - Replaced with new
OptiPlex 7060 Computer	9LRCRR2	Oct-2018	Obsolete - Replaced with new
OptiPlex 7070 Computer	3MHWG53	Aug-2020	Obsolete - Replaced with new
OptiPlex 7070 Computer	3K5PG53	Aug-2020	Obsolete - Replaced with new
OptiPlex 7070 Computer	3H9RG53	Aug-2020	Obsolete - Replaced with new

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors

ITEM: 7.A

FROM: Cynthia Allen, General Manager 

DATE: August 4, 2026

SUBJECT: Code of Ordinance Revisions

Recommendation:

- Review updated Ordinance sections.
- Waive reading of the revised Code of Ordinances and set a public hearing for September 1, 2026.

Policy Implications:

- California Government Code § 25120 et seq. specifies how Ordinances are to be adopted.
- California Government Code § 54354.5 requires a public hearing before adopting ordinances or resolutions that revise rates or charges with a notice published in the newspaper at least once per week for two weeks before the hearing.
- California Government Code § 61045(g) requires the Board to adopt policies for the operation of the District.
- California Government Code § 61060(a) and § 61060(b) provide the Board the authority to adopt, by ordinance, rules and regulations for the administration, operation, and use and maintenance of the facilities and services.

Resource Impacts: See attached memos.

Discussion: Directors were provided a redline version of the Ordinance revisions before the Board meeting. The attached memos outline the revisions to the following sections:

- § 2.20 Wastewater Service Connections, Meters, and Customers' Facilities
- § 4.10 Capacity Charges

Attachment: see attached memos.

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 7.A.1

FROM: Water/Wastewater Committee ^{LC}
(Director Heuring & Director Cox)

BY: Cynthia Allen, General Manager ^{CA}
Jeff Cole, Operations and Maintenance Manager ^{JC}

DATE: August 4, 2026

SUBJECT: Wastewater User Ordinance (Pretreatment Program Ordinance)

Recommendations: Review updated Wastewater User Ordinance.

Policy Implications:

- The proposed Ordinance is consistent with federal, state, and local regulatory requirements governing wastewater discharge and pretreatment programs.
- Clean Water Act (33 U.S.C. § 1251 et seq.) and 40 CFR Part 403 require local control of industrial discharges.
- The Wastewater Service Agreement with the City of Lompoc (2010) requires the District to adopt the minimum, if not more stringent, applicable requirements specified in the City of Lompoc's Pretreatment Program, FOG Program, and all other programs deemed necessary by applicable regulatory agencies.

Alternatives Considered: None.

Resource Impacts:

- The ordinance will be implemented using existing staff resources.

- Costs associated with administration, monitoring, and enforcement will be recoverable through user fees and surcharges.
- Adoption reduces potential regulatory penalties and infrastructure damage costs.
- The ordinance allows for criminal fines and civil penalties for ordinance violations under Government Code § 61064(a) and 33 U.S.C. § 1319.

Discussion:

Background

The District is entitled to 0.89 MGD (16.18 percent) capacity in the 5.5 MGD Lompoc Regional Wastewater Reclamation Plant (LRWRP), owned and operated by the City of Lompoc. The City operates the plant under a National Pollutant Discharge Elimination System (NPDES) permit and is responsible for meeting discharge requirements. Under the Wastewater Service Agreement, the District is responsible for controlling discharges from users within its service area.

Need for Ordinance

Federal regulations require a local legal framework to control industrial and commercial discharges to prevent interference and pass-through. This ordinance revision establishes enforceable mechanisms, including permitting, inspection, monitoring, and enforcement provisions.

The City of Lompoc's updated Sewer Use Ordinance became effective on January 15, 2026. The District was notified on February 5, 2026 about the updated requirements and District management provided a copy of the District's existing Ordinance to city staff on February 19, 2026. The city provided feedback in April with links to the U.S. Environmental Protection Agency National Pretreatment Program Control Authority guidance documents which included the sample ordinance used for this ordinance revision.

Key Components

The ordinance includes discharge prohibitions, local limits, industrial user permitting, monitoring, reporting, enforcement, ERP, and SNC publication

requirements. An executive summary of the key changes from the existing ordinance has been included as an attachment.

Control Authority

The District is designated as the Control Authority, responsible for administering the pretreatment program within Vandenberg Village. The City remains the owner/operator of the treatment plant and NPDES permit holder.

Consistency with Agreement

The ordinance aligns with the Wastewater Service Agreement and preserves the District's authority over all users. The District retains responsibility for user oversight, inspection, monitoring, and enforcement.

Section 2.20.1.6. limits the City's authority to that provided in the Agreement, ensuring no unintended transfer of regulatory control.

Attachments:

1. Wastewater User Ordinance (under separate cover)
2. Executive Summary
3. EPA Pretreatment Program Legal Authority Review Checklist

Executive Summary – Key Changes from Existing Sewer Ordinance

Overview

The proposed VVCSD Wastewater User Ordinance is not a complete rewrite of wastewater regulations. Rather, it modernizes the District's existing sewer ordinance by incorporating the pretreatment, industrial user, FOG control, monitoring, and enforcement provisions largely consistent with the City of Lompoc's 2025 Sewer System Ordinance while preserving District control over wastewater service and customer responsibilities.

The most significant change is the transition from a traditional sewer service ordinance to a **formal wastewater control and pretreatment program** that establishes VVCSD as the regulatory authority for industrial and commercial discharges within its jurisdiction.

Major Changes Added to the Existing District Ordinance

1. Establishment of a Formal Pretreatment Program

Existing Ordinance

The prior District ordinance primarily addressed sewer service, connections, maintenance responsibilities, and customer requirements.

Proposed Revision

The revised ordinance establishes:

- VVCSD as the Control Authority for industrial users.
- A federally compliant pretreatment program.
- Regulation of Significant Industrial Users (SIUs).
- Wastewater discharge permitting requirements.
- Industrial monitoring and reporting requirements.
- Local pollutant discharge limits.
- Significant Noncompliance procedures.

Impact: This is the single largest policy expansion in the ordinance and provides authority necessary to meet EPA and City of Lompoc wastewater program requirements.

2. Creation of an Enforcement Response Plan (ERP)

Existing Ordinance

The existing District ordinance contains general enforcement authority but does not establish a formal pretreatment Enforcement Response Plan.

Proposed Revision

The ordinance requires adoption of an ERP within 180 days that includes:

- Violation classifications
- Enforcement timelines
- Escalating responses
- Administrative penalties
- Significant Noncompliance procedures
- Emergency suspension procedures.

Impact: Provides a documented, federally compliant enforcement framework and improves consistency in enforcement actions.

3. New Industrial Wastewater Permit Program

Existing Ordinance

No formal industrial discharge permit system currently exists.

Proposed Revision

The ordinance requires:

- Individual Wastewater Discharge Permits for all Significant Industrial Users.
- Permit terms not to exceed five years.
- Monitoring, sampling, reporting, and compliance requirements.
- User-specific discharge limits.

Impact: Creates the District's first comprehensive industrial permitting program.

4. Comprehensive Fats, Oils, and Grease (FOG) Program

Existing Ordinance

Current provisions addressing grease are limited.

Proposed Revision

The ordinance establishes a detailed FOG Control Program requiring:

- Grease interceptors for Food Service Establishments.
- Mandatory compliance with the 25% Rule.
- Minimum quarterly cleaning.
- Inspection authority.
- BMP implementation.
- FOG Management Plans.
- Spill reporting requirements.
- Recordkeeping requirements.

Impact: Significantly strengthens the District's ability to prevent sewer blockages and sanitary sewer overflows.

5. Adoption of Local Pollutant Limits

Existing Ordinance

The existing ordinance contains limited discharge restrictions but does not establish a comprehensive local limits program.

Proposed Revision

The ordinance adopts specific pollutant limits for:

- Ammonia
- Heavy metals
- Chloride
- Sodium
- TDS
- Oil and Grease
- pH
- Cyanide
- Phenol.

Impact: Provides enforceable discharge standards necessary for the protection of the treatment plant and compliance with the City's wastewater requirements.

6. Expanded Monitoring and Reporting Requirements

Existing Ordinance

Limited customer reporting requirements.

Proposed Revision

Creates detailed requirements for:

- Baseline monitoring reports
- Semiannual compliance reports
- Monitoring waivers
- Slug discharge reporting
- Violation reporting
- Compliance schedule reporting
- Record retention for a minimum of three years.

Impact: Aligns District requirements with federal pretreatment regulations.

7. High-Strength Wastewater Surcharge Authority

Existing Ordinance

Limited authority regarding extra-strength wastewater.

Proposed Revision

Authorizes surcharge recovery for wastewater exceeding:

- BOD > 300 mg/L
- TSS > 300 mg/L

and permits pass-through of City of Lompoc treatment surcharges to responsible users.

Impact: Protects District ratepayers from subsidizing industrial treatment costs.

8. Enhanced Enforcement Authority

Existing Ordinance

Provides traditional enforcement tools.

Proposed Revision

Adds:

- Notices of Violation
- Compliance Orders
- Show Cause Hearings
- Emergency Suspensions
- Administrative Penalties
- Service Termination Authority
- Judicial remedies
- Civil and criminal penalties
- Cost recovery provisions.

Impact: Substantially strengthens the District's enforcement capabilities.

Provisions Retained from Existing District Ordinance

The revised ordinance intentionally preserves many existing District operational provisions, including:

- District responsibility for public sewer facilities.
- Customer responsibility for sewer laterals.
- Cleanout requirements.
- Service connection requirements.
- Ownership of District facilities.
- Right-of-entry and inspection authority.
- Root-cutting reimbursement program.
- ADU sewer connection policy.
- Sewer service categories and classifications.

Impact: Existing customer responsibilities and service practices remain generally unchanged while adding regulatory protections.

Governance and Interagency Clarifications

A particularly important addition is clarification of the District's regulatory role relative to the City of Lompoc.

The ordinance states that:

- VVCSD remains the Control Authority for users within District boundaries.
- The District conducts inspections, monitoring, permitting, and enforcement.
- The City of Lompoc may access information only as provided under the Wastewater Service Agreement.
- The City does not receive direct enforcement authority over District users unless specifically agreed.

Impact: Preserves local control while meeting obligations under the wastewater treatment agreement.

Executive Conclusion

The proposed ordinance is best characterized as a **major regulatory enhancement rather than a change to basic sewer service operations**. Most customer service, connection, maintenance, and ownership provisions remain substantially unchanged; however, the ordinance adds an extensive pretreatment and wastewater control program that did not previously exist.

The revisions provide:

- Federal pretreatment program compliance.
- Industrial wastewater permitting authority.
- A structured FOG control program.
- Local pollutant limits.
- Stronger enforcement tools.
- Cost recovery mechanisms.
- Clear coordination with the City of Lompoc while preserving District authority.

Overall, the ordinance positions VVCSD to satisfy current regulatory expectations and better protect the District's collection system, treatment obligations, and ratepayers.

CHECKLIST – PRETREATMENT PROGRAM LEGAL AUTHORITY REVIEWS

Note: Several changes to the National Pretreatment Regulations made as a result of the Streamlining Rule are more stringent than the previous Federal requirements and therefore are considered required modifications for the POTW. Therefore, to the extent that existing POTW legal authorities are inconsistent with these required changes, they must be revised. Where local authorities are already consistent with these required provisions, further changes are not necessary.

	Part 403 Citation	Model SUO Section	VVCSD Ordinance Section	Comments / Notes
A. Definitions [403.3 & 403.8(f)(2)]				
1. Act, Clean Water Act	403.3(b)	§ 1.4 A	§ 2.20.1.1	
2. Authorized or Duly Authorized Representative of the User	403.12(l)	§ 1.4 C	§ 2.20.1.1	
3. Best Management Practices or BMPs	403.3(e)	§ 1.4 E	§ 2.20.1.1	
4. Categorical Pretreatment Standard or Categorical Standard		§ 1.4 F	§ 2.20.1.1	
5. Indirect Discharge or Discharge	403.3(i)	§ 1.4 M	§ 2.20.1.1	
6. Industrial User (or equivalent)	403.3(j)	§ 1.4 LL	§ 2.20.1.1	
7. Interference	403.3(k)	§ 1.4 O	§ 2.20.1.1	
8. National Pretreatment Standard, Pretreatment Standard or Standard	403.3(l)	§ 1.4 BB	§ 2.20.1.1	
9. New Source	403.3(m)	§ 1.4 T	§ 2.20.1.1	
10. Pass Through	403.3(p)	§ 1.4 V	§ 2.20.1.1	
11. Pretreatment Requirement	403.3(t)	§ 1.4 AA	§ 2.20.1.1	
12. Publicly Owned Treatment Works or POTW	403.3(q)	§ 1.4 DD	§ 2.20.1.1	
13. Significant Industrial User <i>[NOTE: §1.4 GG(3) is an optional streamlining provision for Non-Significant Categorical Industrial User classification.]</i>	403.3(v)	§ 1.4 GG	§ 2.20.1.1	
14. Significant Noncompliance	403.8(f)(2)(vii)	§ 9 (A-H)	§ 2.20.1.1 § 2.23.3	
15. Slug Load or Slug Discharge	403.8(f)(2)(vi)	§ 1.4 HH	§ 2.20.1.1	
16. Other definitions based on terms used in the POTW Ordinance			§ 2.20.1.1	
B. National Pretreatment Standards – Prohibited Discharges				
1. General Prohibitions				
a. Interference	403.5(a)	§ 2.1A	§ 2.21.1	
b. Pass Through	403.5(a)	§ 2.1A	§ 2.21.1	
2. Specific Prohibitions [403.5(b)]				
a. Fire/Explosion Hazard (60° C or 140° F flashpoint)	403.5(b)(1)	§ 2.1B(1)	§ 2.21.2	
b. pH/Corrosion	403.5(b)(2)	§ 2.1B(2)	§ 2.21.2	
c. Solid or Viscous/Obstruction	403.5(b)(3)	§ 2.1B(3)	§ 2.21.2	
d. Flow Rate/Concentration (BOD, etc.)	403.5(b)(4)	§ 2.1B(4)	§ 2.21.2	
e. Heat; exceeds 40° C (104°F)	403.5(b)(5)	§ 2.1B(5)	§ 2.21.2	
f. Petroleum/Nonbiodegradable Cutting/Mineral Oils	403.5(b)(6)	§ 2.1B(6)	§ 2.21.2	
g. Toxic Gases/Vapor/Fumes	403.5(b)(7)	§ 2.1B(7)	§ 2.21.2	

	Part 403 Citation	Model SUO Section	VVCSD Ordinance Section	Comments / Notes
h. Trucked/Hauled Waste	403.5(b)(8)	§ 2.1B(8)	§ 2.21.2	
3. National Categorical Standards	403.8(f)(1)(ii)	§ 2.2	§ 2.22.3	
4. Local Limits Development <i>[NOTE: POTWs may develop Best Management Practices (BMPs) to implement the prohibitions listed in 40 CFR 403.5(a)(1). Such BMPs shall be considered local limits and Pretreatment Standards.]</i>	403.5(c) & (d)	§ 2.4	§ 2.21.4	
5. Prohibition Against Dilution as Treatment	403.6(d)	§ 2.6	§ 2.21.3	
6. Best Management Practices Development <i>[NOTE: Optional streamlining provision.]</i>	403.5(c)(4)	§ 2.4C	§ 2.21.4	
C. Control Discharges to POTW System				
1. Deny/Condition New or Increased Contributions	403.8(f)(1)(i)	§§ 4.8 & 5.2	§ 2.22.2.1	
2. Individual Control Mechanism (e.g., permit) to ensure compliance - <i>Permit Content</i>	403.8(f)(1)(iii)	§ 4.2	§ 2.22.2	
a. Statement of Duration	403.8(f)(1)(B)(1)	§§ 5.1 & 5.2A(1)	§ 2.22.2.2	
b. Statement of Nontransferability	403.8(f)(1)(B)(2)	§ 5.2A(2)	§ 2.22.2.3	
c. Effluent Limits	403.8(f)(1)(B)(3)	§ 5.2A(3)	§ 2.22.2.3	
d. Best Management Practices <i>[Note: This is a required streamlining provision for CIUs with BMP requirements as part of its Categorical Standards. But if BMPs are being applied to other CIUs or noncategorical SIUs without categorical BMP requirements, then this provision would be optional and is only required if the POTW has incorporated the use of BMPs (§ 2.4 C).]</i>	403.8(f)(1)(B)(3)	§ 5.2A(3)	§ 2.22.2.3	
e. Self-Monitoring Requirements	403.8(f)(1)(B)(4)	§ 5.2A(4)	§ 2.22.2.3	
f. Reporting & Notification Requirements	403.8(f)(1)(B)(4)	§ 5.2A(4)	§ 2.22.2.3	
g. Recordkeeping Requirements	403.8(f)(1)(B)(4)	§ 5.2A(4)	§ 2.22.2.3	
h. Process for Seeking a Waiver for Pollutants Not Present or Expected to be Present <i>[NOTE: Optional streamlining provision. Required only if the POTW has incorporated § 6.4B of the Model SUO.]</i>	403.8(f)(1)(B)(4) & 403.12(e)(2)	§ 5.2A(5)	n/a	
i. Statement of Applicable Civil and Criminal Penalties	403.8(f)(1)(B)(5)	§ 5.2A(7)	n/a	
j. Slug Discharge Requirements (if necessary) <i>[NOTE: Required streamlining change. Where the POTW has determined that slug controls are necessary, the ordinance must provide authority for the POTW to include such requirements in IU permits.]</i>	403.8(f)(1)(B)(6)	§ 5.2A(8)	n/a	
k. Specific waived pollutant <i>[NOTE: Optional streamlining provision. Required only if the POTW has incorporated § 6.4B of the Model SUO.]</i>	403.8(f)(1)(B)(4)	§ 5.2A(9)	n/a	
l. Permit Application/Reapplication Requirements <i>[Note: Optional permit provision]</i>		§§ 5.3 & 5.7	n/a	

	Part 403 Citation	Model SUO Section	VVCSD Ordinance Section	Comments / Notes
m. Permit Modification <i>[Note: Optional permit provision]</i>		§ 5.4	n/a	
n. Permit Revocation/Termination <i>[Note: Optional permit provision]</i>		§§ 5.6 & 10.8	n/a	
o. Proper Operation and Maintenance <i>[Note: Optional permit provision]</i>		§ 3.1	n/a	
p. Duty of Halt/Reduce <i>[Note: Optional permit provision]</i>		§ 10.7	n/a	
q. Requirement to submit Chain-of-Custody forms with monitoring data <i>[Note: Optional permit provision]</i>			n/a	
3. General Control Mechanism to ensure compliance <i>[NOTE: Optional streamlining provision. Required only if the POTW has incorporated the use of General Permits (§ 4.6 of the Model SUO).]</i> - Permit Content	403.8(f)(1)(iii)(A)	§ 4.2 & 4.6	n/a	
a. Statement of Duration	403.8(f)(1)(B)(1)	§§ 5.1 & 5.2A(1)	n/a	
b. Statement of Nontransferability	403.8(f)(1)(B)(2)	§ 5.2A(2)	n/a	
c. Effluent Limits	403.8(f)(1)(B)(3)	§ 5.2A(3)	n/a	
d. Best Management Practices <i>[Note: This is a required streamlining provision for CIUs with BMP requirements as part of its Categorical Standards. But if BMPs are being applied to other CIUs or noncategorical SIUs without categorical BMP requirements, then this provision would be optional and is only required if the POTW has incorporated the use of BMPs (§ 2.4C).]</i>	403.8(f)(1)(B)(3)	§ 5.2A(3)	n/a	
e. Self-Monitoring Requirements	403.8(f)(1)(B)(4)	§ 5.2A(4)	n/a	
f. Reporting & Notification Requirements	403.8(f)(1)(B)(4)	§ 5.2A(4)	n/a	
g. Recordkeeping Requirements	403.8(f)(1)(B)(4)	§ 5.2A(4)	n/a	
h. Process for Seeking a Waiver for Pollutants Not Present or Expected to be Present <i>[Note: Required only if POTW has incorporated the use of Pollutants Not Present and § 6.4 of the Model SUO.]</i>	403.8(f)(1)(B)(4) & 403.12(e)(2)	§ 5.2A(5)	n/a	
i. Statement of Applicable Civil and Criminal Penalties	403.8(f)(1)(B)(5)	§ 5.2A(7)	n/a	
j. Slug Discharge Requirements (if necessary) <i>[NOTE: Required streamlining change. The ordinance should indicate that a user is required to develop a slug discharge control plan if determined by the POTW to be necessary.]</i>	403.8(f)(1)(B)(6)	§ 5.2A(8)	n/a	
k. Permit Application/Reapplication Requirements <i>[Note: Optional permit provision]</i>		§§ 5.3 & 5.7	n/a	
l. Permit Modification <i>[Note: Optional permit provision]</i>		§ 5.4	n/a	

	Part 403 Citation	Model SUO Section	VVCSD Ordinance Section	Comments / Notes
m. Permit Revocation/Termination <i>[Note: Optional permit provision]</i>		§§ 5.6 & 10.8	n/a	
n. Proper Operation and Maintenance <i>[Note: Optional permit provision]</i>		§ 3.1	n/a	
o. Duty of Halt/Reduce <i>[Note: Optional permit provision]</i>		§ 10.7	n/a	
p. Requirement to submit Chain-of-Custody forms with monitoring data <i>[Note: Optional permit provision]</i>			n/a	
D. Required Reports				
1. Develop compliance schedule for installation of technology	403.8(f)(1)(iv)	§§ 5.2b(2) & 10.4	§ 2.23.6	
2. Reporting Requirements [403.12] <i>Types of Reports</i>				
a. Baseline monitoring report	403.12(b)	§ 6.1	§ 2.22.3.5	
(i) Identifying Information	403.12(b)(1)	§ 6.1B(1) & § 4.5A(1)a	§ 2.22.3.5	
(ii) Other Environmental Permits Held	403.12(b)(2)	§§ 6.1B(1) & 4.5A(2)	§ 2.22.3.5	
(iii) Description of operations	403.12(b)(3)	§§ 6.1B(1) & 4.5A(3)a	§ 2.22.3.5	
(iv) Flow measurements	403.12(b)(4)	§§ 6.1(b)(2) & 4.5A(6)	§ 2.22.3.5	
(v) Measurement of pollutants	403.12(b)(5)	§ 6.1B(2)	§ 2.22.3.5	
(vi) Certification	403.12(b)(6)	§ 6.1B(3)	§ 2.22.3.5	
(vii) Compliance schedule	403.12(b)(7)	§ 6.1B(4)	§ 2.22.3.5	
b. Compliance schedule progress report	403.12(c)	§ 6.2	§ 2.22.3.6	
c. Report on compliance with categorical Pretreatment Standard deadline	403.12(d)	§ 6.3	§ 2.22.3.7	
d. Periodic reports on continued compliance				
- From categorical users	403.12(e)	§ 6.4A	§ 2.22.3.8	
- From significant non-categorical users	403.12(h)	§ 6.4A	§ 2.22.3.8	
e. Notice of potential problems to be reported immediately (including slug loads)	403.12(f)	§ 6.6	§ 2.22.3.10	
f. Notification of changes affecting potential for a slug discharge <i>[NOTE: Required streamlining revision]</i>	403.8(f)(2)(vi)	§§ 6.5 & 6.6	§ 2.22.3.9	
g. Notice of violation/sampling requirement <i>[NOTE: Required streamlining revision.]</i>	403.12(g)(2)	§ 6.8	§ 2.22.5	
h. Requirement to conduct representative sampling	403.12(g)(3)	§ 6.4E	§ 2.22.4.1	
i. Notification of changed discharge	403.12(j)	§ 6.5		
j. Notification of discharge of hazardous waste	403.12(p)	§ 6.9	§ 2.21.8	

	Part 403 Citation	Model SUO Section	VVCSD Ordinance Section	Comments / Notes
Other Reporting Requirements				
k. Data accuracy certification & authorized signatory	403.6(a)(2)(ii) & 403.12(l)	§§ 6.4D & 6.14	§ 2.22.3.4	
l. Recordkeeping Requirement (3 years or longer)	403.12(o)	§ 6.13	§ 2.22.6	
- Including documentation associated with Best Management Practices [NOTE: Required streamlining provision.]	403.12(o)	§ 6.13	§ 2.22.6	
m. Submission of all monitoring data [NOTE: Required streamlining revision]	403.12(g)(6)	§ 6.4F	§ 2.22.3.8	
n. Annual certification by Non-significant categorical Industrial Users [Note: Optional provision, required only if the POTW has incorporated §1.4GG(3) of the Model SUO.]	403.3(v)(2)	§§ 4.7C & 6.14B	n/a	
o. Certification of pollutant not present [NOTE: Optional provision, required only if the POTW has incorporated § 6.4 B of the Model SUO]	403.12(e)(2)(v)	§ 6.14C	n/a	
E. Test Procedures [40 CFR Part 136 & 403.12(g)]				
1. Analytical procedures (40 CFR Part 136) [NOTE: Required streamlining provisions]	403.12(g)	§ 6.10	§ 2.22.4.2	
2. Sample collection procedures [NOTE: Required streamlining provisions]	403.12(g)(3) & (4)	§ 6.11	§ 2.22.4.1	
F. Inspection and Monitoring Procedures [403.8(f)]				
1. Right to enter all parts of the facility at reasonable times	403.8(f)(1)(v)	§ 7.1	§ 2.20.1.6	
2. Right to inspect generally for compliance	403.8(f)(1)(v)	§ 7.1	§ 2.20.1.6	
3. Right to take independent samples	403.8(f)(1)(v), 403.8(f)(2)(v) & 403.8(f)(2)(vii)	§ 7.1	§ 2.20.1.6	
4. Right to require installation of monitoring Equipment	403.8(f)(1)(iv)	§ 7.1	§ 2.20.1.6	
5. Right to inspect and copy records	403.12(o)(2)	§ 7.1	§ 2.20.1.6	
G. Remedies for Non-compliance (Enforcement) [403.8(f)(1)(vi)]				
1. Non-emergency response				
a. Injunctive relief	403.8(f)(1)(vi)	§ 11.1	§ 2.24.1.1	
b. Civil/Criminal penalties	403.8(f)(1)(vi)	§§ 11.2 & 11.3	§ 2.24.1.2 § 2.24.1.3	
2. Emergency response				
a. Immediately halt actual/threatened discharged	403.8(f)(1)(vi)(B)	§ 10.7	§ 2.23.7	
3. Legal authority to enforce Enforcement Response Plan	403.8(f)(1)(vi)	§ 11.4	§ 2.24.1.4	
H. Public Participation				
1. Publish list of Industrial Users in Significant Noncompliance [NOTE: Required streamlining revision]	403.8(f)(2)(viii)	§ 9	§ 2.23.3	

	Part 403 Citation	Model SUO Section	VVCSD Ordinance Section	Comments / Notes
2. Access to data [403.8(f)(1)(vii) & 403.14]				
a. Government	403.14(a) & (c)	§ 8	§ 2.25	
b. Public	403.14(b)	§ 8	§ 2.25	
I. Optional Provisions				
1. Net/Gross adjustments [streamlining provision]	403.15	§ 2.2 D	n/a	
2. Equivalent mass limits for concentration Limits [streamlining provision]	403.6(c)	§ 2.2 E	n/a	
3. Equivalent concentration limits for mass limits [streamlining provision]	403.6(c)	§ 2.2 F	n/a	
4. Upset Notification	403.16	§ 13.1	n/a	
5. Waive monitoring for pollutant not present or expected to the present [streamlining provision]	403.12(e)(2)	§ 6.4B	n/a	
6. Reduce periodic compliance reporting [streamlining provision]	403.12(e)(3)	§ 6.4C	n/a	
7. Other special agreement or waivers (excluding wavier of National Categorical Pretreatment Standards and Requirements)			n/a	
8. Hauled Waste Reporting/Requirements		§ 3.4	n/a	
9. Grease Interceptor Reporting/Requirements		§ 3.2 C	§ 2.22.7.3	
10. Authority to issue Notice of Violations (NOVs)		§ 10.1	§ 2.23.4	
11. Authority to issue Administrative Orders (AOs)			n/a	
12. Authority to issue Administrative Penalties		§ 10.6	n/a	
13. Authority to enforce again falsification or tempering			n/a	
14. Any other supplemental enforcement actions as noted in the POTW's enforcement response plan			n/a	
15. Permit Appeals Procedures			n/a	
16. Penalty or Enforcement Appeals Procedures			n/a	
17. Bypass Notification	403.17	§ 13.3	n/a	

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 7.A.2

FROM: Finance/Budget Committee
(Director Stassi & Director Cox)

BY: Cynthia Allen, General Manager
Patricia LeCavalier, Financial Services Manager

DATE: August 4, 2026

SUBJECT: Water and Wastewater Capacity Charges

Recommendations: Review updated Water and Wastewater Capacity Charge Ordinance.

Policy Implications:

- California Government Code § 66013(b)3 states that capacity charges may be both “a charge for public facilities in existence at the time charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to property being charged.”
- California Government Code § 66017(a) requires the effective date of the capacity charge to be no sooner than 60 days from the date of adoption.
- California Government Code § 66018 requires the board of directors to hold a public hearing before enacting a new fee that is not a rate or charge for water or sewer service.

Alternatives Considered: Do not change the capacity charges.

Resource Impacts: The proposed changes in capacity charges would ensure that new customers pay a fair share in the equity of the District's

water and wastewater systems and a fair share of the incremental cost of capital projects associated with system expansion.

Discussion:

The capacity charges presented here were calculated using the spreadsheet tools prepared for VVCSD by NBS in 2010. The data was gathered from:

- Resolution 163-03 adopted in 2003 established the remaining capacity of our infrastructure at 600 single-family equivalent (SFE) units (Worksheet A).
- Annual Audit that reported capital assets, excluding construction in progress, of \$36.1 million as of June 30, 2025 (Worksheets B, C, D, and E).
- Capital Budgets that include the amount of funds budgeted for each capital project (Worksheets F and G).
- Capital Improvement Plan adopted on December 6, 2024 that includes the estimated amount of funds required for capital improvements required by increased connections (Worksheets F and G).

The number of future connections is calculated by subtracting the total number of existing connections from the maximum number of future connections established by Resolution 163-03 (adopted by the Board of Directors on November 4, 2003). See Worksheet A for a detailed list of projected future connections (single-family equivalents).

Demographic Statistic	Existing Services (2026)	Projected Future Services	Total Change
Single Family Equivalent Units:			
Water	2,653	2,814	161
Wastewater	2,604	2,765	161

The allocation proportion for existing services is calculated by dividing the number of existing services by the projected number of future services. The allocation for future services is calculated by dividing the number of remaining services by the projected total of future services.

Proportion Allocation	Existing Services	Future Services
Water	94.28%	5.72%
Wastewater	94.18%	5.82%

To calculate the buy-in fee, the replacement value was assessed for every asset individually by using the purchase price and an industry index multiplication factor which takes into account the age of the asset (see Worksheet X). Depreciation and contributed capital are subtracted from this value. Each asset value is individually multiplied by the allocation percentages (either calculated or set by the Board of Directors in the Strategic Plan) to obtain the total amount of the buy-in fee allocated to future services. Buy-in fees are unrestricted and are deposited into District reserves upon receipt.

Buy-in Fee	Current (2025)	Proposed	Increase/<Decrease>
Water	\$5,881	\$5,473	(\$ 408)
Wastewater	10,894	8,819	(2,075)

The developer fee, or capital plan share, is calculated by subtracting the amount of fees collected for the project from the total project cost and multiplying by the allocation percentages. Developers' fees for future projects are restricted revenues and are held in a separate bank account until the project commences. At the end of each fiscal year, funds held in trust are transferred into reserves for those projects in process. The SFE allocation for the parcel at the end of Tamarack Court has been included in the calculations and reduced the developer fees.

Developer Fee	Current (2025)	Proposed	Increase/<Decrease>
Water	\$2,968	\$2,093	(\$ 875)
Wastewater	267	253	(14)

APN-specific developer fees are calculated the same as global developer fees but only apply to those Assessor Parcels within the service area of the asset. The SFE allocation for the parcel at the end of Tamarack Court has been included in the calculations and reduced the parcel fee from \$931 to \$537 for Booster Stations #4 and #5.

Developer Fee	Current (2025)	Proposed	Increase/<Decrease>
Water			
B/S #4	\$931	\$537	(\$ 394)
B/S #5	931	537	(394)
Wastewater			
L/S #1	\$711	\$567	(\$ 144)
L/S #2	1,311	840	(471)

The current capacity charges for new connections were adopted in 2025. Because capacity charges are tied directly to the current value of capital assets and budgeted project costs, it is prudent to update the fees annually to reflect the change in asset values and project costs.

Capacity Charge	Current	Proposed	Increase/<Decrease>
Water			
Buy-in Fee	\$5,881	\$5,473	(\$ 408)
Developer Fee	2,968	2,093	(875)
Total	\$8,849	\$7,566	(\$1,283)
Wastewater			
Buy-in Fee	\$10,894	\$8,819	(\$2,075)
Developer Fee	267	253	(14)
Total	\$11,161	\$9,072	(\$2,089)
Total	\$19,989	\$16,638	(\$3,372)

Attachments:

1. Water and Wastewater Capacity Charges
2. Ordinance 4.10 Water and Wastewater Connection Fees
3. Proposed Water and Wastewater Connection Fees (Capacity Charges) worksheets (provided under separate cover)

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT
WATER AND WASTEWATER CAPACITY CHARGES**

Water System:

Buy-in Fee (residential per house, bulk-residential per SFE):	\$5,473.00
Capital Plan Share (per connection):	2,093.00
Water Capacity Charge (all parcels)	<u>\$7,566.00</u>

APN Specific Water Fee (per connection):

Booster Station #4 Service Area	\$537.00
Booster Station #5 Service Area	\$537.00

Water Conservation In-lieu Fee (per SFE): **\$4,300.00**

Wastewater System:

Buy-in Fee (residential per house, bulk-residential per SFE):	\$8,819.00
Capital Plan Share (per connection):	253.00
Wastewater Capacity Charge (all parcels)	<u>\$9,072.00</u>

APN Specific Wastewater Fee (per connection):

Lift Station #1 Service Area	\$567.00
Lift Station #2 Service Area	\$840.00

Date adopted: September 1, 2026

Date in effect: October 31, 2026

Meter Size	Flow Rate (USGPM)	Factor	Water Buy-in	Water Capital	Water Capacity Charge	Wastewater Buy-in	Wastewater Capital	Wastewater Capacity Charge
5/8" x 3/4"	20	1	5,473	2,093	7,566	8,819	253	9,072
3/4"	30	1.5	8,209	2,093	10,302	13,229	253	13,482
1"	50	2.5	13,682	2,093	15,775	22,048	253	22,301
1-1/2"	100	5	27,365	2,093	29,458	44,097	253	44,350
2"	160	8	43,783	2,093	45,876	70,555	253	70,808
3"	350	17.5	95,776	2,093	97,869	154,339	253	154,592
4"	400	20	109,459	2,093	111,552	176,387	253	176,640
6"	900	45	246,282	2,093	248,375	396,871	253	397,124
8"	1200	60	328,376	2,093	330,469	529,161	253	529,414
10"	1500	75	410,470	2,093	412,563	661,451	253	661,704
12"	2000	100	547,294	2,093	549,387	881,935	253	882,188

4.10. CAPACITY CHARGES

4.10.1. RESIDENTIAL

Fee	Amount	Reference
EFFECTIVE JANUARY 3, 2008		
Water Conservation In-lieu Fee per SFE	\$4,300.00	Ordinance 3.2.2
EFFECTIVE OCTOBER 4, 2025 <u>OCTOBER 31, 2026</u>		
Water Buy-in Fee per house	5,473.00 <u>5,881.00</u>	Ordinance 3.2.1
Water Developer Fee per house	2,093.00 <u>2,968.00</u>	Ordinance 3.2.1
APN Specific Water Fee per house		
- Booster Station #4 Service Area	537.00 <u>931.00</u>	Ordinance 3.2.1
- Booster Station #5 Service Area	537.00 <u>931.00</u>	Ordinance 3.2.1
Wastewater Buy-in Fee per house	8,819.00 <u>10,894.00</u>	Ordinance 3.2.1
Wastewater Developer Fee per house	253.00 <u>267.00</u>	Ordinance 3.2.1
APN Specific Wastewater Fee per house		
- Lift Station #1 Service Area	567.00 <u>711.00</u>	Ordinance 3.2.1
- Lift Station #2 Service Area	840.00 <u>1,311.00</u>	Ordinance 3.2.1

4.10.2. BULK-RESIDENTIAL

Fee	Amount	Reference
EFFECTIVE JANUARY 3, 2008		
Water Conservation In-lieu Fee per SFE	\$4,300.00	Ordinance 3.2.2
EFFECTIVE OCTOBER 4, 2025 <u>OCTOBER 31, 2026</u>		
Water Buy-in Fee per SFE	5,473.00 <u>5,881.00</u>	Ordinance 3.2.1
Water Developer Fee per SFE	2,093.00 <u>2,968.00</u>	Ordinance 3.2.1
APN Specific Water Fee per SFE		
- Booster Station #4 Service Area	537.00 <u>931.00</u>	Ordinance 3.2.1
- Booster Station #5 Service Area	537.00 <u>931.00</u>	Ordinance 3.2.1
Wastewater Buy-in Fee per SFE	8,819.00 <u>10,894.00</u>	Ordinance 3.2.1
Wastewater Developer Fee per SFE	253.00 <u>267.00</u>	Ordinance 3.2.1
APN Specific Wastewater Fee per SFE		
- Lift Station #1 Service Area	567.00 <u>711.00</u>	Ordinance 3.2.1
- Lift Station #2 Service Area	840.00 <u>1,311.00</u>	Ordinance 3.2.1

4.10.3. COMMERCIAL, SCHOOL, INDUSTRIAL

4.10.3.1. WATER CONSERVATION IN-LIEU FEE (Reference: Ordinance 3.2.2)

EFFECTIVE JANUARY 3, 2008

	Amount
Water Conservation In-lieu Fee per SFE	\$4,300.00

4.10.3.2. WATER BUY-IN FEE (Reference: Ordinance 3.2.1)

EFFECTIVE ~~OCTOBER 4, 2025~~ OCTOBER 31, 2026

Size of Water Meter	Flow Rate (USGPM)	Factor	Amount
5/8" x 3/4"	20	1.0	\$ 5,473.00 <u>5,881.00</u>
3/4"	30	1.5	8,419.00 <u>8,821.00</u>
1"	50	2.5	14,032.00 <u>14,702.00</u>
1 1/2"	100	5.0	28,063.00 <u>29,403.00</u>
2"	160	8.0	44,901.00 <u>47,045.00</u>
3"	350	17.5	98,221.00 <u>102,911.00</u>
4"	400	20.0	112,253.00 <u>117,613.00</u>
6"	900	45.0	252,569.00 <u>264,629.00</u>
8"	1200	60.0	336,758.00 <u>352,839.00</u>
10"	1500	75.0	420,948.00 <u>441,049.00</u>
12"	2000	100.0	561,264.00 <u>588,065.00</u>

4.10.3.3. WATER DEVELOPER FEE (Reference: Ordinance 3.2.1)

EFFECTIVE ~~OCTOBER 4, 2025~~ OCTOBER 31, 2026

	Amount
Water Developer Fee per SFE	\$ 2,093.00 <u>2,968.00</u>
APN Specific Water Fee per SFE	
– Booster Station #4 Service Area	\$537.00 <u>931.00</u>
– Booster Station #5 Service Area	\$537.00 <u>931.00</u>

4.10.3.4. WASTEWATER BUY-IN FEE (Reference: Ordinance 3.2.1)

EFFECTIVE ~~OCTOBER 4, 2025~~ OCTOBER 31, 2026

Size of Water Meter	Flow Rate (USGPM)	Factor	Amount
5/8" x 3/4"	20	1.0	\$ 8,819.00 <u>10,894.00</u>
3/4"	30	1.5	13,229.00 <u>16,341.00</u>
1"	50	2.5	22,048.00 <u>27,235.00</u>
1 1/2"	100	5.0	44,097.00 <u>54,470.00</u>
2"	160	8.0	70,555.00 <u>87,152.00</u>
3"	350	17.5	154,339.00 <u>190,646.00</u>
4"	400	20.0	176,387.00 <u>217,881.00</u>

Size of Water Meter	Flow Rate (USGPM)	Factor	Amount
6"	900	45.0	<u>396,871.00</u> 490,232.00
8"	1200	60.0	<u>529,161.00</u> 653,643.00
10"	1500	75.0	<u>661,451.00</u> 817,053.00
12"	2000	100.0	<u>881,935.00</u> 1,089,404.00

4.10.3.5.WASTEWATER DEVELOPER FEE (Reference: Ordinance 3.2.1)

EFFECTIVE ~~OCTOBER 4, 2025~~ OCTOBER 31, 2026

	Amount
Wastewater Developer Fee per SFE	<u>\$253.00</u> 267.00
APN Specific Wastewater Fee per SFE	
– Lift Station #1 Service Area	<u>\$567.00</u> 711.00
– Lift Station #2 Service Area	<u>\$840.00</u> 1,311.00

4.10.4. HOTEL, MOTEL

4.10.4.1.WATER CONSERVATION IN-LIEU FEE (Reference: Ordinance 3.2.2)

EFFECTIVE JANUARY 3, 2008

	Amount
Water Conservation In-lieu Fee per SFE	\$4,300.00

4.10.4.2.WATER FEE (Reference: Ordinance 3.2.1)

EFFECTIVE MARCH 1, 1990

	Amount
per motel or hotel rental unit	\$500.00

4.10.4.3.WATER BUY-IN FEE (Reference: Ordinance 3.2.1)

EFFECTIVE ~~OCTOBER 4, 2025~~ OCTOBER 31, 2026

Size of Water Meter	Flow Rate (USGPM)	Factor	Amount
5/8" x 3/4"	20	1.0	<u>\$ 5,473.00</u> 5,881.00
3/4"	30	1.5	<u>8,419.00</u> 8,821.00
1"	50	2.5	<u>14,032.00</u> 14,702.00
1 1/2"	100	5.0	<u>28,063.00</u> 29,403.00
2"	160	8.0	<u>44,901.00</u> 47,045.00
3"	350	17.5	<u>98,221.00</u> 102,911.00
4"	400	20.0	<u>112,253.00</u> 117,613.00
6"	900	45.0	<u>252,569.00</u> 264,629.00
8"	1200	60.0	<u>336,758.00</u> 352,839.00
10"	1500	75.0	<u>420,948.00</u> 441,049.00

Size of Water Meter	Flow Rate (USGPM)	Factor	Amount
12"	2000	100.0	<u>561,264.00</u> 588,065.00

4.10.4.4. WATER DEVELOPER FEE (Reference: Ordinance 3.2.1)

EFFECTIVE ~~OCTOBER 4, 2025~~ OCTOBER 31, 2026

Water Developer Fee per SFE	<u>\$2,093.00</u> \$2,968.00
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APN Specific Water Fee per house

- Booster Station #4 Service Area	<u>537.00</u> 931.00
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- Booster Station #5 Service Area	<u>537.00</u> 931.00
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4.10.4.5. WASTEWATER FEE (Reference: Ordinance 3.2.1)

EFFECTIVE MARCH 1, 1990

per motel or hotel rental unit	<u>Amount</u> \$500.00
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4.10.4.6. WASTEWATER BUY-IN FEE (Reference: Ordinance 3.2.1)

EFFECTIVE ~~OCTOBER 4, 2025~~ OCTOBER 31, 2026

Size of Water Meter	Flow Rate (USGPM)	Factor	Amount
5/8" x 3/4"	20	1.0	<u>\$ 8,819.00</u> 10,894.00
3/4"	30	1.5	<u>13,229.00</u> 16,341.00
1"	50	2.5	<u>22,048.00</u> 27,235.00
1 1/2"	100	5.0	<u>44,097.00</u> 54,470.00
2"	160	8.0	<u>70,555.00</u> 87,152.00
3"	350	17.5	<u>154,339.00</u> 190,646.00
4"	400	20.0	<u>176,387.00</u> 217,881.00
6"	900	45.0	<u>396,871.00</u> 490,232.00
8"	1200	60.0	<u>529,161.00</u> 653,643.00
10"	1500	75.0	<u>661,451.00</u> 817,053.00
12"	2000	100.0	<u>881,935.00</u> 1,089,404.00

4.10.4.7. WASTEWATER DEVELOPER FEE (Reference: Ordinance 3.2.1)

EFFECTIVE ~~OCTOBER 4, 2025~~ OCTOBER 31, 2026

Wastewater Developer Fee per SFE	<u>\$253.00</u> \$267.00
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APN Specific Wastewater Fee per SFE

- Lift Station #1 Service Area	<u>567.00</u> 711.00
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- Lift Station #2 Service Area	<u>840.00</u> 1,311.00
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VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 7.B

FROM: Ad Hoc Committee
(Director Gonzales & Director Cox) ^{LC}

BY: Cynthia Allen, General Manager ^{CA}

DATE: August 4, 2026

SUBJECT: Strategic Plan

Recommendations: Approve the draft Strategic Plan presented by the Ad Hoc Committee.

Policy Implications: The Board and the General Manager have historically collaborated to varying degrees on strategic planning efforts. These plans convey the District's long-term vision and guide major projects and initiatives. The District previously adopted strategic plans in 1996 and 2005.

Resource Impacts:

- Projects will be budgeted as they are scheduled.
- Projects with a Development Share will be added to the Capacity Charge project list, and the Developer Fees will be updated accordingly.

Alternatives Considered: None

Discussion: At the special board meeting on January 16, 2026, the Board of Directors discussed prioritizing the projects identified in the 2025 Wallace Group Water System Scoping Study. It was decided that the Water system intertie with Mission Hills Community Services District/City of Lompoc (Project 1) would not be pursued at this time. On February 13, 2026, the Water/Wastewater Committee met to review the Board of

Directors' priorities and made recommendations. The projects were prioritized as such:

Priority	Strategic Plan	Project	Fund	Estimate	Schedule
1	Europa New Loop	4	Water	260,000	FY 2026-27 Capital Budget
2	New Well – Site #1	2A	Water	2,500,000	FY 2027-28 Capital Budget
3	Transmission Line – Site #5	3	Water	1,250,000	TBD (will coordinate with the landowner)

On March 13, 2026, the Finance/Budget Committee met to review the draft Strategic Plan and its integration into the Fiscal Year 2026-27 Capital Budget. The Committee found that the draft accurately reflected the Wallace Group findings and was consistent with the Board direction as discussed at its January 16, 2026 special meeting.

The Ad Hoc Committee met on July 2, 2026, and recommended carrying forward Item #3 (Water and Wastewater System Evaluation) from the 2005 Strategic Plan. The committee further recommended budgeting the effort as two separate projects, with the wastewater evaluation conducted first and the water evaluation completed later.

Attachment: Draft 2026 Strategic Plan

Vandenberg Village Community Services District

2026 Strategic Plan



Developed by:

Board of Directors, Vandenberg Village Community Services District

Prepared by:

Cynthia Allen, Ph.D., General Manager

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

Strategic Plan

Vandenberg Village Community Services District
3745 Constellation Road
Lompoc, CA 93436
(805) 733-2475

Board of Directors:

Lena Cox, Richard Gonzales, Steven Heuring, James Lamont, and Ronald Stassi

Water/Wastewater Committee:

Directors Heuring and Cox

Finance/Budget Committee:

Directors Stassi and Cox

Ad Hoc Committee:

Directors Gonzales and Cox

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Overview

Vandenberg Village Community Services District

Vandenberg Village Community Services District was established in 1983 as a local government agency under California Government Code Section 61000, et seq., to provide water and wastewater services to the community of Vandenberg Village, an unincorporated area of Santa Barbara County north of Lompoc. It is governed by a Board of five locally elected directors. Vandenberg Village Community Services District currently provides water and wastewater service to approximately 2,600 connections in Vandenberg Village.

In 1960, Vandenberg Utilities Company and Vandenberg Disposal Company were formed to provide water and sewer services to the Vandenberg Village area. In 1973, these two companies were authorized by the Public Utilities Commission to merge into Park Water Company to obtain the needed financial influence to join the City of Lompoc in the construction of a regional wastewater system. In June of 1974, Park Water Company entered into an agreement with the City of Lompoc and participated in the construction of the Lompoc Valley Regional Wastewater Management System. Not long afterward, sewer rates increased by 150 percent even though the construction was primarily financed by a grant from the Environmental Protection Agency.

Frustrated with the quality of local water and after being faced with some of the highest water and sewer rates in the State, Vandenberg Village property owners formed the Vandenberg Village Association Water and Sewer Committee. This Committee engaged consultants who determined it would be feasible to form a community services district to purchase Park Water Company, to capitalize on the tax-exempt status offered to publicly-owned utilities and gain local control over its management. In 1983, residents petitioned the Local Agency Formation Commission (LAFCO) and held an election in which voters approved the formation of a community services district with 1673 in favor and 253 against. Thereafter, the first five-member Board of Directors was elected to serve the District. Those directors were Jack Gabus, Howard Grantz, Charles McKenna III, Jock Sutherland, and Glenn Welch.

The first attempt to purchase Park Water Company failed. Residents passed a \$4 million bond measure in 1985 when 1,979 out of 2,180 ballots cast favored the measure. However, on July 29, 1987, the PUC appraised the utility at a higher rate than the VVCSD had anticipated, and a new bond election was then necessary. On June 28, 1988, despite opposition, the District's voters authorized an additional \$1.4 million bond issue for the acquisition of Park Water Company. At midnight on December 1, 1988, Park Water Company and VVCSD finally entered into an agreement for the purchase of water and sewer systems at the sale price of \$3,985,755.

The District currently operates 32 miles of water distribution system, three groundwater wells, one 500,000-gallon tank reservoir, one 300,000-gallon tank reservoir, two 1,000,000-gallon tank reservoirs, three booster stations, two pressure-reducing stations, and a pressure filter treatment system. The District utilizes standby diesel generators to maintain normal operations during power outages.

The District also operates 29 miles of wastewater collection system, with four pumping lift stations and 574 manholes. Until 1978, wastewater treatment was also provided locally. Since then, the Village's wastewater system has been connected to the Lompoc Regional Wastewater Reclamation Plant (LRWRP) for treatment and disposal. The District has a contractual entitlement to 0.89 million gallons per day (MGD), 16.18 percent, of Lompoc's 5.5 MGD plant capacity.

Strategic Planning

The Water Systems Reliability Study, conducted by Lawrence, Fisk & McFarland (LFM), was reviewed and accepted by the Board in May 1994. This study provided a comprehensive assessment of vulnerabilities across the District's water system facilities and evaluated the capacity improvements required under multiple growth scenarios. In total, the report presented forty-two findings addressing both the existing system and potential expansion, along with eight recommendations designed to enhance service reliability in the face of hazards such as earthquakes, fires, and floods. This study was used as the basis for the District's inaugural strategic plan in 1996.

1996 Strategic Plan

In 1996, the Board adopted the District's first Strategic Plan, prepared by General Manager Tommy "TK" Keller. This plan relied on the LFM Water Systems Reliability Study, which primarily addressed system vulnerabilities related to external hazards and assessed capacity requirements for both existing and future customer demand. However, Keller noted that the study did not evaluate operational or maintenance vulnerabilities. During this period, District staff actively identified and corrected additional weaknesses in the water and wastewater systems that had not been captured in the LFM analysis.

Of the eight LFM recommendations, General Manager Keller suggested that five were actionable:

- | | |
|-------------------|---|
| Recommendation 1: | The Board of Directors should establish a policy concerning future growth
– NOT ACTIONABLE |
| Recommendation 2: | Construct the second million-gallon tank regardless of growth scenarios
– COMPLETED 1999 |
| Recommendation 3: | Implement fire resistance improvements to existing wooden buildings
– COMPLETED 2000 |
| Recommendation 4: | Select and install an emergency standby generator for Site No. 1
– COMPLETED 1998 |
| Recommendation 5: | Reduce the operating levels of Standpipes 1, 2, and 3 to minimize seismic tipping hazard
– COMPLETED 1998 |
| Recommendation 6: | Study the installation of additional treated water storage at Site 1
– NOT ACTIONABLE |
| Recommendation 7: | Plan for an additional well, expansion of Site 1, and access road improvements at Davis Creek, as well as possible inter-connection with other purveyors
– NOT ACTIONABLE |
| Recommendation 8: | The District should budget and finance certain improvements out of water revenues and finance others
– ONGOING |

2005 Strategic Plan

In 2005, the Board adopted an updated Strategic Plan prepared by General Manager Joe Barget. The plan emphasized maintaining the District's infrastructure at a high standard of reliability and service, exercising strong fiscal discipline, and sustaining a rate structure comparable to those of neighboring water and wastewater agencies. It also prioritized upgrades to the Lompoc Regional Wastewater Reclamation Plant (LRWRP), the expansion of water and wastewater infrastructure to serve Providence Landing, Clubhouse Estates, and other remaining developments approaching buildout, and the long-term alignment of the District's annual planning and budgeting processes for the next decade.

General Manager Barget identified 16 goals:

1. Lompoc Regional Wastewater Reclamation Plant: Continue to contract with the City of Lompoc for wastewater treatment and gradually increase sewer rates to pay increased wastewater treatment expenses
– **COMPLETED 2010, ONGOING**
2. Supervisory Control and Data Acquisition (SCADA) System: Replace the old SCADA system with a new state-of-the-art SCADA system to improve performance, reliability, and security of water and sewer systems
– **COMPLETED 2007, ADDED TO CIP FOR SCHEDULED REPLACEMENT**
3. Water & Wastewater System Evaluation: Hire a consultant to perform an independent evaluation of the entire water system (to include wells, tanks, pressure zones, and pipelines) and the wastewater collection system (to include lift stations and main lines) to be used for the subsequent Strategic Plan
– **NOT COMPLETED, CARRIED OVER TO THE 2026 STRATEGIC PLAN**
4. Standby Generators: Replace all standby generators with new state-of-the-art generators to restore services in the event of an extended power outage
– **COMPLETED 2009, ADDED TO CIP FOR SCHEDULED REPLACEMENT**
5. Lift Station 1: Increase the capacity of Lift Station #1 to accommodate future development
– **COMPLETED 2019**
6. Lift Station 2: Retrofit Lift Station 2 with above-ground pumps and standardize the use of above-ground pumps for all sewer lift stations
– **COMPLETED 2022**
7. Water Quality Improvement Project: Improve water quality by reducing hardness and total dissolved solids (TDS)
– **WATER SOFTENING PILOT COMPLETED 2010, FINAL PROJECT NOT PURSUED**
8. 80,000-Gallon Tank (Site 1): Determine a beneficial use for the 80,000-gallon tank or eliminate it
– **COMPLETED 2012**
9. Water Tanks: Systematically inspect, repair, and rehabilitate steel water tanks to ensure their serviceability and longevity
– **ONGOING, ADDED TO CIP FOR SCHEDULED MAINTENANCE**
10. Polybutylene (Poly B) 2-inch Blowoffs: Replace all Poly B 2" blowoffs to improve water system reliability
– **COMPLETED 2006**

11. Water Wells: Plan to drill a new well in 2016 to replace one of the existing wells and maintain sufficient water production capacity to serve the village
– **ONGOING**
12. Site 2: Remove the 500,000-gallon water tank and associated infrastructure at Site 2 to reduce operations and maintenance expenses
– **COMPLETED 2012**
13. Automatic Meter Readers: Automate the process for reading water meters to improve accuracy and efficiency, and give the Field Crew more time to operate and maintain facilities
– **COMPLETED 2012, ADDED TO CIP FOR SCHEDULED REPLACEMENT**
14. Vehicles & Equipment: Systematically replace vehicles and equipment needed to support the District's operations
– **ONGOING, ADDED TO CIP FOR SCHEDULED REPLACEMENT**
15. CalPERS Retirement Plan: Provide a CalPERS retirement plan that attracts and retains quality employees
– **COMPLETED 2005**
16. District Office: Provide a larger office building to house District administrative staff and better serve the public
– **COMPLETED 2018**

2026 Strategic Plan

In May 2025, the Board of Directors authorized Wallace Group to perform a Water System Scoping Study to evaluate four projects identified as priorities at the April 1, 2025 board meeting, outline design criteria and parameters, and develop a project description to be utilized during the design phase for each project.

The identified projects were:

1. Water system intertie with Mission Hills Community Services District (MHCSO)/City of Lompoc
2. Construction of an additional well
3. Redundant transmission line to Site #5
4. Improvements to mitigate the impact of water valve closures at Tract #14487

The final report was accepted by the Board of Directors at their December 2, 2025 board meeting. At a special board meeting on January 16, 2026, the Board of Directors discussed prioritizing the projects identified in the 2025 Wallace Group Water System Scoping Study. It was decided that the Water system intertie with Mission Hills Community Services District/City of Lompoc (Project 1) would not be pursued at this time. The remaining projects were prioritized as such:

TABLE 1 BOARD OF DIRECTORS PRIORITIES – JANUARY 16, 2026

Priority	Strategic Plan	Project	Fund	Estimate
1	Europa New Loop	4	Water	\$ 260,000
2	New Well – Site #1	2A	Water	2,500,000
3	Transmission Line – Site #5	3	Water	1,250,000

The Water/Wastewater Committee met on February 13, 2026 and recommends the following schedule:

TABLE 2 WATER/WASTEWATER COMMITTEE RECOMMENDATIONS – FEBRUARY 13, 2026

Priority	Strategic Plan	Date
1	Europa New Loop	FY 2026-27
2	New Well – Site #1	FY 2027-28
3	Transmission Line – Site #5	To be determined by the Board after discussions with the landowner

The Finance/Budget Committee met on March 13, 2026 to review the draft Strategic Plan and had no changes.

The Ad Hoc Committee met on July 2, 2026, and recommended carrying forward Item #3 from the 2005 Strategic Plan. The committee further recommends budgeting the effort as two separate projects, with the wastewater evaluation conducted first and the water evaluation completed at a later date.

Projects

Priority 1 – Europa New Loop

Summarized from Water System Improvements Scoping Study – Wallace Group

Issue

A portion of the VVCSD water system south of Highway 1 (Tract #14487 in the lowest-pressure zone) has two major sections that are not looped, creating operational challenges. The portion outlined in blue in Figure 1 below is supplied via a single 8" main on Carina Drive. If there is a main break in this area, water for approximately 100 homes must be shut off during the repair due to a lack of looping.



FIGURE 1 NEW LOOP FROM EUROPA AVENUE TO ENTERPRISE AVENUE

Goal

Install a water main and valve to link Europa Avenue and Enterprise Avenue under the ball field at the Providence Landing park. This project will create a loop to allow targeted water main shutoffs for repair. Providence Landing Homeowners Association is planning to resurface the streets in fall/winter 2026 and has asked the District to expedite the project so it is completed before they pave their roads.

Strategy

The new loop is proposed to be 8" PVC. Although a hydraulic analysis has not been carried out, this is consistent with the existing mains in the vicinity; further, there are no large fire-flow requirements in this service area, which consists of single-family homes.

A water main is proposed from Europa Ave to Enterprise Ave. This new loop provides the following benefits:

- Operational flexibility and redundancy – fewer water users are affected in the event of a main break
- Improved hydraulics – the additional loop takes advantage of the capacity of the existing pipes and increases fire flow available to the surrounding areas.
- Improved water quality – water circulation will be increased, which in turn will reduce water age and improve water quality.

Funding Timeline:	FY 2026-2027 Capital Budget
Cost (Capital Budget):	Preliminary Cost Estimate – \$260,000 (Wallace Group – November 2025)
Funding Plan:	Self-funded from Water Reserves
Impact on Sewer Rates:	No impact on sewer rates
Impact on Water Rates:	Amortization of the cost over 75 years would increase water depreciation expense by \$0.56 per customer per month.
Development Share:	None

Priority 2 – New Well – Site #1

Summarized from Water System Improvements Scoping Study – Wallace Group

Issue

VVCSD currently has three active groundwater wells; the table below summarizes the existing and historical wells. As shown in the table, the three active wells are expected to reach the end of their useful lives in 2027, 2035, and 2037, respectively. In anticipation of decommissioning the previous generation of wells, the District has been pursuing additional land to lease from the State Lands Commission and is performing environmental review for the construction of three new wells and pipeline facilities. Construction of the new wells will be phased to replace existing Wells 1B, 3A, and 3B as they are taken out of commission.

Upon review of the lease for the Site #1 parcel, it was discovered that the existing fencing did not fully encapsulate the leased area. In 2024, Reese Water & Land Surveying Services was contracted to conduct research, install new survey markers, and record an official map with the County of Santa Barbara. In 2025, the District moved the Site #1 fence and reclaimed sufficient land to construct a well without interfering with Well 1B. Because this land is within the District’s existing lease, constructing a new well in this location does not require a new application for lease or environmental review.

TABLE 3 VVCSD EXISTING AND HISTORICAL WELLS

Well Site	Well #	State ID #	Year Drilled	Status	Notes	Year Fully Depreciated	Anticipated End of Life
Site 1	1	7N/34W-15D1	1959	Taken out of service in 1969	Destroyed on 10/7/15		
	1A	7N/34W-15D2	1970	Taken out of service in 1984	Destroyed on 10/12/15		
	1B	7N/34W-15D3	1985	Active	1,350 gpm	1995	2035
Site 2	2	7N/34W-09H5	1960	Taken out of service in 1966	Destroyed on 4/12/13		
	2A	7N/34W-09H6	1966	Taken out of service in 1987	Destroyed on 4/12/13		
Site 3	3	7N/34-15E1	1964	Taken out of service in 1976	Used to measure the static water level in 3A. <i>USGS monitoring well.</i>		
	3A	7N/34-15E2	1977	Active	1,350 gpm	1988	2027
	3B	7N/34-15E3	1987	Active	800 gpm	1997	2037

Goal

Construct a new well at Site #1 and continue to pursue additional land from the State Lands Commission for the installation of up to three future replacement wells.

Strategy

The new well will be constructed in accordance with the specifications of the existing wells. The District prefers a 16" stainless steel casing, which allows for a larger diameter well and a larger pump. This allows the District to maintain water production of approximately 800 to 1,350 gallons per minute (gpm).

Funding Timeline:	FY 2027-2028 Capital Budget
Cost (Capital Budget):	Preliminary Cost Estimate – \$2,500,000 (Wallace Group – November 2025)
Funding Plan:	Obtain long-term financing
Impact on Sewer Rates:	No impact on sewer rates
Impact on Water Rates:	The annual loan payment of approximately \$250,000 would equate to \$8.00 per customer per month.
Development Share:	20%

Priority 3 – Transmission Line – Site #5

Summarized from Water System Improvements Scoping Study – Wallace Group

Issue

The District's primary water storage tanks are located at Site 5. Two tanks, each 92 feet in diameter, have a combined nominal storage capacity of two million gallons and an overflow elevation of 583 feet. Currently, there is a single 16" PVC water main that provides both tank fill and discharge, installed around 1992. This single main connects the tanks to the distribution system with no looping until reaching Oak Hill Drive, an approximately 2,040-foot-long segment. At Oak Hill Drive, there is a normally closed connection to the existing 10" AC main. This portion of the distribution system between the normally closed connection to the 16" main and Booster Station #5 (at Oak Hill Drive and Stanford Circle) rotates quarterly between being part of the higher boosted pressure zone, or the middle pressure zone, which is gravity fed from the Site 5 Tanks. This is due to the rotation in active use between the two booster stations. Being that the 16" main is periodically connected to the boosted pressure zone, it must remain normally closed. However, the connection can be used to allow for the Site 5 tanks to remain connected to the distribution system if there is a break or maintenance that requires isolation of the 16" main south of this connection.

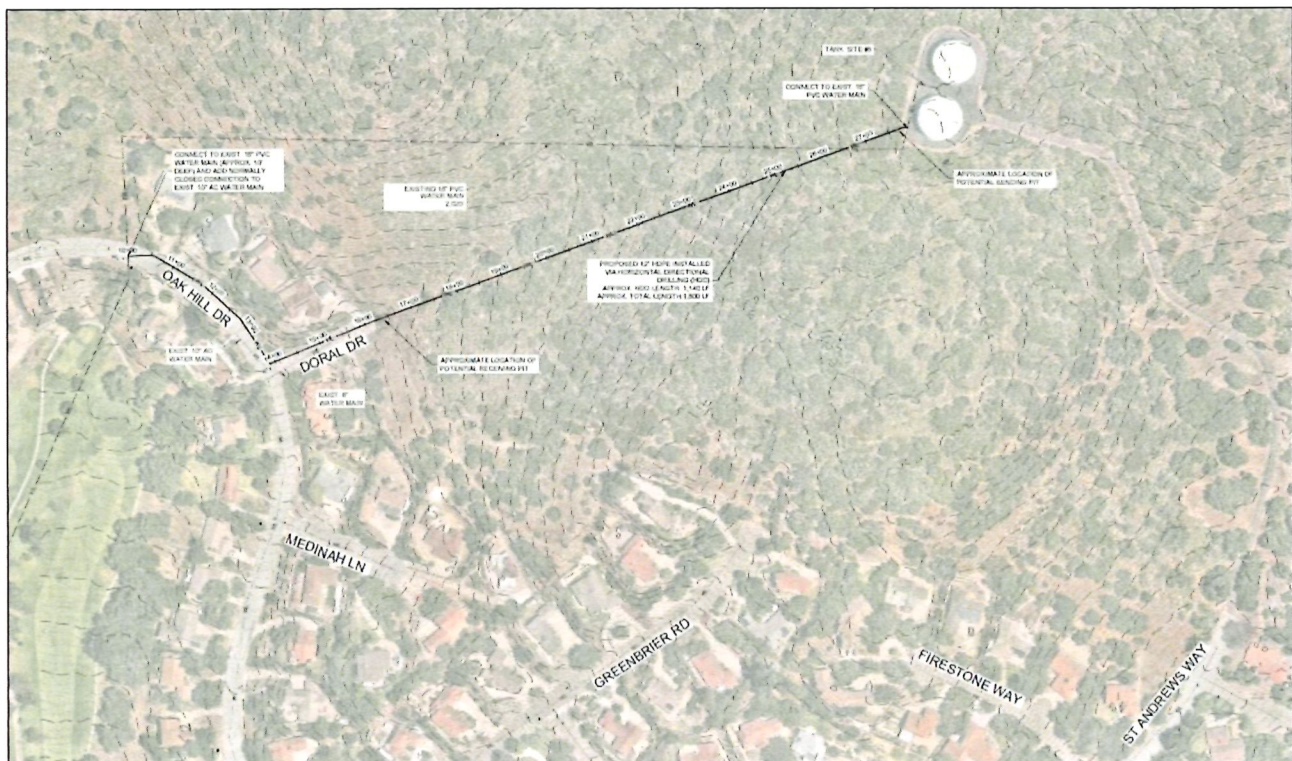


FIGURE 2 REDUNDANT TRANSMISSION MAIN TO SITE 5 TANKS

Goal

Due to the vulnerability of the 2,040-foot section of single main to the Site 5 Tanks, District staff is pursuing a second main connecting the tanks to the distribution system. This would provide redundancy for a critical piece of infrastructure to the entire water system.

Strategy

While the segments on Oak Hill Drive and Doral Drive will be constructed using traditional open-trench methods, much of the proposed new water main will be installed using horizontal directional drilling (HDD). This will avoid vegetation disturbance as the pipeline runs primarily through undeveloped land between Doral Drive and Site 5, which is oak- and chaparral-covered. The proposed bore length in the identified alignment is approximately 1,140 feet.

The parcel through which the proposed pipeline travels (APN 097-371-041) changed ownership in 2025, and development plans are underway. Staff will begin coordinating with the landowner as soon as possible to initiate easement negotiations.

Funding Timeline:	To be determined by the Board after discussions with the landowner
Cost (Capital Budget):	Preliminary Cost Estimate – \$1,500,000 (Wallace Group – November 2025)
Funding Plan:	Obtain long-term financing
Impact on Sewer Rates:	No impact on sewer rates
Impact on Water Rates:	The annual loan payment of approximately \$150,000 would equate to \$4.81 per customer per month.
Development Share:	20%

Priority 4 – Water and Wastewater Systems Evaluation

Carryover from the 2005 Strategic Plan

Issue

The last comprehensive evaluations of the District's water and wastewater systems were performed in the 1990s. In 1991, Lawrence, Fisk & McFarland prepared a *Wastewater Reclamation Feasibility Study*. This study was commissioned to evaluate the possibility of utilizing the former Park Water Company sewage treatment plant for water reclamation and recharge. The study also reviewed additional locations for the project. It was determined that the subsurface clay soils in many of the areas of interest were unfavorable to water percolation. In 1994, Lawrence, Fisk & McFarland prepared a *Water System Reliability Study* that primarily addressed vulnerability to various hazards, such as wildfire, flood, earthquake, and power loss. Future growth and corresponding water demands were also studied, as these may dictate the size of future improvements. This study served as the basis for the 1996 Strategic Plan, which included numerous capital improvements.

A Request for Qualifications for a Water and Wastewater System Evaluation was released in December 2024. One submission from the Wallace Group was received by the February 19, 2025 deadline. At their May 6, 2025 meeting, the board of directors revised the scope of work and contracted with Wallace Group for professional engineering services to perform the Water Scoping Study referenced previously in this plan.

The District currently operates 33 miles of water distribution system, three groundwater wells, one 500,000-gallon tank reservoir, one 300,000-gallon tank reservoir, two 1,000,000-gallon tank reservoirs, three booster stations, two pressure-reducing stations, a pressure-filter treatment system, 429 valves, and 199 hydrants. Vandenberg Village Community Services has a permitted water treatment plant capacity of 2.2 MGD. The average annual water demand is approximately 1.5 MGD (1,400 AFY).

The District also operates 31 miles of wastewater collection system, with four lift stations and 516 manholes. Until 1978, wastewater treatment was also provided locally. Since then, the Village's wastewater system has been connected to the LRWRP for treatment and disposal. The District has a contractual entitlement to 0.89 million gallons per day (MGD), 16.18 percent of Lompoc's 5.50 MGD plant capacity. Wastewater generation is approximately 0.40 MGD.

Vandenberg Village is a planned residential community of approximately 8,000 residents, developed primarily during the 1960s and 1970s by William Ebbert. The community is geographically constrained by protected chaparral lands on three sides and federally owned property on the fourth, resulting in clearly defined physical boundaries and limited opportunities for outward expansion. The Village is approaching build-out, with only three remaining parcels totaling approximately 87 acres identified for future residential development. VVCSD's existing water and wastewater infrastructure has sufficient capacity to serve these remaining developments. However, the water and wastewater systems evolved through a series of phased expansions in response to planned residential growth. While these improvements successfully accommodated the development needs, the resulting infrastructure reflects multiple generations of planning, design, and construction practices that warrant a comprehensive evaluation of overall system integration, capacity, and operational efficiency.

TABLE 4 VANDENBERG VILLAGE TRACT DETAIL

Decade	Number of Tracts	Water main (miles)	Sewer main (miles)	Connections
1960s	16	17.60	17.56	1,477
1970s	17	6.23	6.78	518
1980s	6	1.16	1.14	134
1990s	1	1.24	0.28	16
2000s	4	5.98	4.96	422
2010s	2	0.47	0.66	25
	46	33	31	2,592

Goal

Obtain an independent, comprehensive assessment of the water and wastewater systems to guide strategic decision-making, capital planning, and long-term system reliability.

Strategy

Retain an independent consultant to perform a comprehensive assessment of the District's water and wastewater infrastructure. The evaluation shall include a hydrologic analysis of the water system—including wells, storage facilities, pressure zones, and pipelines—and a review of the wastewater collection system, including lift stations and trunk mains. Results of the assessment will be used to identify operational and capital improvement priorities and inform the future Strategic Plan.

Funding Timeline: Wastewater: FY 2027-2028 Expense Budget
Water: FY 2028-2029 Expense Budget

Cost (Operating Budget): Preliminary Cost Estimate – \$200,000 to \$400,000 (Wallace Group Statement of Qualifications – February 2025)

Funding Plan: Self-funded from Water and Wastewater Rates

Impact on Sewer Rates: Maximum impact to monthly sewer rates is 12%

Impact on Water Rates: Maximum impact to monthly water rates is 12%

Development Share: None

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors

ITEM: 7.C

FROM: Finance/Budget Committee
RVS
(Director Stassi & Director Cox) *LC*

BY: Cynthia Allen, General Manager *CA*

DATE: August 4, 2026

SUBJECT: Financial Policies

Recommendations: Review and adopt revised Financial Policies.

Policy Implications:

- California Government Code § 8855(i) requires that local government agencies adopt a debt policy before the issuance of any debt.
- California Government Code § 61040(a) requires the Board of Directors to establish policies for the operation of the District, and that implementation is the responsibility of the District General Manager.
- California Government Code § 61045(g) requires the Board of Directors to adopt fiscal policies.

Resource Impacts: None

Alternatives Considered: None

Discussion: On March 13, 2026, the Finance/Budget Committee met to review the draft Strategic Plan and its integration into the Fiscal Year 2026-27 Capital Budget. The Committee recommended the addition of a section that requires an annual review of the Strategic Plan and outlines the plan's integration into the Capital Improvement Plan and the annual Budget.

The Finance/Budget Committee reviewed new Section 4.7.6. at their meeting on July 17 and recommend adoption of the updated Financial Policies.

Attachments: Draft Financial Policies dated August 2026.

Vandenberg Village Community Services District

Financial Policies



~~February~~ August 2026

Cynthia Allen, Ph.D.
General Manager

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

Financial Policies

Vandenberg Village Community Services District
3745 Constellation Road
Lompoc, CA 93436
(805) 733-2475

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1.0 GENERAL POLICIES

1.1. Annual Review

Vandenberg Village Community Services District's financial policies shall be reviewed annually by the Board.

1.2. Applicable Laws

The District shall comply with all applicable state and federal laws and regulations concerning financial management and reporting, budgeting, investing, and debt administration.

1.3. Administrative Procedures

The General Manager/Treasurer shall establish and maintain appropriate financial and internal control procedures to ensure the integrity of the District's finances in accordance with Government Code § 61051(d).

1.4 Board Oversight

The Finance Officer shall review the internal controls established by management which will include an independent review by an external auditor. The Finance Officer shall oversee the District's finances.

2.0 RESERVE POLICIES

2.1. Annual Review

Vandenberg Village Community Services District's reserve policies shall be reviewed annually by the Board.

2.2. Applicable laws

Designated reserves shall conform to the requirements outlined in California Government Code § 61112.

2.3. Reserves (emergency, operating, capital)

The District shall maintain reserve fund balances per the adopted Reserve Policy Resolution. District reserves shall be invested per the adopted Investment Policy.

2.4. Reserve Contribution Factor

The District expense budget should contain a reserve contribution factor of no less than 20 percent.

3.0 REVENUE

3.1. Annual Review

Vandenberg Village Community Services District's revenue requirements shall be reviewed annually by the Board to ensure rates and charges are set at appropriate amounts.

3.2. Applicable laws

The establishment of revenues shall conform to the requirements outlined in California Government Code § 61115, California Government Code § 66016 et. seq, and the California Constitution Article XIII D.

3.3. Fees and Charges

3.3.1. Setting of Rates and Charges

Fees and charges shall be set to recover the current operational needs of the District, including the financing of capital improvements following the adopted Capital Improvement Program.

3.3.2. Collection of Fees and Charges

The District shall collect all fees and charges imposed and shall actively pursue and settle delinquent accounts per the District Code of Ordinances.

3.4. Revenue Forecasting

The District shall estimate revenues conservatively, through an objective, analytical process. The District shall regularly report on forecasted vs. actual revenues, and explain significant variances.

3.5. Use of one-time and unpredictable revenues

One-time resources will not be used to fund ongoing operations. They will be used for one-time uses, including capital and other one-time expenditures, transitional funding of operations (for a limited time with a planned ending date), increasing reserves, or paying down unfunded liabilities. Unpredictable revenues shall not be used to support ongoing operational expenses for a period longer than the revenue can reasonably be expected to support them.

4.0 BUDGETING AND CAPITAL ASSET MANAGEMENT

4.1. Annual Review

Vandenberg Village Community Services District's budget shall be adopted annually by the Board.

4.2. Applicable laws

The annual budget shall be adopted by the Board of Directors before September 1st in compliance with California Government Code § 61110.

4.3. Basis of budgeting

All budgetary procedures shall conform to state regulations and generally accepted accounting principles per California Government Code § 61110(f). As such, the District shall use a modified accrual basis of accounting for reporting on budgeted versus actual expenditures.

4.4. Balanced budget

The District shall maintain a balanced budget, defined as total resources (operating revenue, non-operating revenue) shall equal total requirements (operating expenses, non-operating expenses, reserve contribution factor), including contingencies and depreciation expense. Furthermore, the District considers the budget to be balanced whenever annual operating and non-operating revenues meet or exceed annual operational expenditures. The District is committed to maintaining a balanced budget under normal circumstances and will disclose deviations from a balanced operating budget when it occurs.

4.5. Budget control

The Board of Directors retains the exclusive authority to increase annual budget authority for Operating Expenses. In no case may total operating expenses exceed that which is appropriated by the Board without a budget amendment duly approved by the Board.

The Board of Directors also retains the exclusive authority to increase the annual budget authority for Capital Expenses. In no case may total capital expenses exceed that which is appropriated by the Board without a budget amendment duly approved by the Board.

Only the Board may authorize the transfer of budget authority between Operating Expenses and Capital Expenses. Only the Board may increase the number of authorized positions in the Organizational Chart.

The General Manager has the authority to approve budget transfers up to \$25,000 between operating categories, to approve budget transfers up to \$25,000 between capital projects, and to hire employees per the Organizational Chart. The board will be notified of all budget transfers at the earliest opportunity.

The Financial Services Manager shall be responsible for establishing a budgetary control system to ensure compliance with this policy.

4.6. Mid-Year Budget Review

The District's adopted budget shall be reviewed at the midpoint of the fiscal year by the Board. The Board can take this opportunity to make changes to the capital and/or operating budgets.

4.7. Capital outlay, improvement, replacement, and retirement

4.7.1. Budget for capital maintenance

The District shall budget for the adequate maintenance of capital equipment and facilities to protect public investment and ensure the achievement of their maximum useful life.

4.7.2. Use of operational fund balance for capital

Operating revenues above operating expenses shall be classified as reserves and utilized to fund the capital budget as specified in the District's Reserve Policy.

4.7.3. Capitalization threshold

An asset shall be considered a capital asset when the initial cost of the asset is above the capitalization threshold outlined in Ordinance § 1.6.5.2 and has a useful life of more than one year. The initial cost shall include any costs necessary to put the asset into its intended use. Groups of assets where individual items are less than the capitalization threshold, but when all items added together exceed the threshold, the group shall be capitalized and depreciated (for example, telephone system, computer system).

4.7.4. Capital Improvement Plan

The District shall prepare, adopt, and update a Capital Improvement Plan that identifies and sets priorities for all major capital assets to be acquired, constructed, or replaced by the District. The Capital Improvement Plan shall be included in the Adopted Budget each year.

4.7.5. Funding requirement

The Capital Improvement Plan shall identify adequate funding to support the acquisition, construction, replacement, and improvement of assets identified in the plan, and shall identify projects that the District believes beneficial to the system but funding has not yet been identified. The Capital Improvement Plan shall include and indicate when and for what projects the District intends to finance through the issuance of debt. Additionally, the District shall strive to develop a comprehensive strategy and funding plan for the renewal and replacement of existing capital assets.

4.7.6. Strategic Plan

The District shall prepare, adopt, and periodically update its Strategic Plan, which identifies and prioritizes District goals, establishes measurable outcomes over a five-year planning horizon, and plans for capital assets to support District improvement.

The Strategic Plan shall be integrated into the District's Capital Improvement Plan and incorporated into the Adopted Budget each year.

The Board shall review the adopted Strategic Plan annually and may amend the Plan during that review to ensure continued alignment with District priorities and objectives.

5.0 DEBT ISSUANCE AND MANAGEMENT

5.1. Annual Review

Vandenberg Village Community Services District's debt requirements shall be reviewed annually by the Board.

5.2. Applicable laws

Capital financing shall conform to the requirements outlined in California Government Code § 61125 et. seq and California Government Code § 53635.7.

5.3. Use of long-term debt

The District shall have a preference to finance capital improvements using pay-as-you-go financing and shall issue long-term debt only to finance capital improvements that cannot be readily financed from current revenues. Some exceptions to this may be made on a case-by-case basis for no-interest and extremely low-interest loan programs for capital projects.

Debt financing shall be used only for major, non-recurring items or improvements with a minimum of five years of useful life; assets with a shorter useful life shall be financed using pay-as-you-go financing or interfund loans. The intended use of debt shall be described in and integrated into the District's Capital Improvement Plan and any long-range financial forecasts.

5.4. Types of debt

The District, either on its own or through a public benefit corporation, may issue general obligation bonds, certificates of participation, revenue bonds, borrow from a bank, borrow from the State of California through the use of state revolving fund loans, borrow from the Federal Government, or issue any other long or short-term instrument approved by and deemed appropriate by the Board of Directors to meet the capital financing needs of the District and as allowed under California Government Code § 61125 et. seq. Debt may be a fixed or variable rate.

5.5. Length of debt obligations

The District shall repay all debt issued within a period not to exceed the expected useful life of the improvements financed by the debt.

5.6. Debt service limitation

The District shall not issue debt where the debt service amounts exceed its ability to pay current obligations from current revenues. This shall be calculated as follows: current operating revenues, less current operating expenditures, shall be at least 125% of anticipated total annual debt service for all outstanding long-term debt.

5.7. Use of credit enhancements

When issuing long-term debt, credit enhancements (letters of credit, bond insurance, etc.) may be used, but only when net debt service on the debt is reduced by more than the cost of the enhancement, or the enhancement is a requirement for the loan or debt issuance.

5.8. Bond rating

The District shall seek to maintain and, if possible, improve its current bond rating to minimize borrowing costs and preserve access to credit when applicable.

5.9. Financial Disclosure

The District shall fully disclose financial and pertinent credit information as it relates to the District's outstanding securities.

5.10. Internal controls

To ensure debt proceeds are used as intended, the District shall implement internal control procedures that include at least the following:

- Debt proceeds shall be deposited in an account separate from other District accounts, with only revenues and expenditures directly associated with the debt proceeds included in the account.
- At least two approvals from different reviewers will be required on all expenditures of debt proceeds, to review and ensure the expenditure is appropriate to be paid from debt proceeds.
- District accounting staff shall prepare periodic reports on the use of debt proceeds for management review.

6.0 INVESTMENTS

6.1. Annual Review

Vandenberg Village Community Services District's investment policy shall be reviewed annually by the Board per California Government Code § 53646.

6.2. Applicable laws

Investments shall be managed per California Government Code § 53630 et. seq.

6.3. Investment policy

Investments shall be managed with the following priorities, in order: safety of principal, liquidity (availability of cash), and return (yield of investment income). A separate policy on investments and investment management will be adopted by the District Board of Directors.

7.0 ACCOUNTING AND FINANCIAL REPORTING

7.1. Accounting policies and procedures

Management shall develop internal accounting policies and procedures necessary to implement these Financial Policies and to ensure that internal controls, processes, and procedures are adequate to protect the finances of the District.

7.2. Applicable laws

An annual audit shall be conducted per California Government Code § 61118.

7.3. Annual financial audit

The District's financial statements shall be audited annually by an independent, qualified third party per generally accepted auditing standards, and shall complete the audit within eight months of the end of the fiscal year. The audit results and any associated management response shall be presented to the Board of Directors.

7.4. Annual financial reporting to the Board of Directors

The District shall prepare and provide to the Board of Directors financial statements annually, per generally accepted accounting principles for governments in the United States.

7.5. Quarterly financial reporting to the Board of Directors

The District shall prepare and provide to the Board of Directors a quarterly summary report that compares actual revenues and expenditures to budgeted amounts, including relevant information on debt proceeds and debt service payments. The report shall explain significant variances and provide analysis and interpretation of financial information.

7.6. Monthly financial reporting to the Board of Directors

Monthly, the Board of Directors shall be provided a financial report that includes budget-to-actual financial reporting and calculation of existing cash balances. The Board shall also receive a report of disbursements to vendors during the reporting period.

8.0 PENSION AND OPEB

8.1. Annual Review

Vandenberg Village Community Services District's pension policy shall be reviewed annually by the Board.

8.2. Applicable laws

The District's pension program shall be administered under California Government Code § 20000 et. seq.

8.3. Pension Funding, Generally

The District shall be a member of the California Public Employees' Retirement System (CalPERS) and shall budget for and make at least the minimum payments required by CalPERS to fund the normal cost and the annually determined contribution to any unfunded actuarial liability.

The District has two different pension plans that employees currently have vested pension benefits in:

- Classic Plan – employees hired before January 2013 and CalPERS annuitants hired after January 2013;
- Public Employee Pension Reform Act (PEPRA) – enacted by California legislation for new CalPERS entrants beginning in January 2013.

8.4. Additional Payments Toward Pension UAL

The District shall make additional contributions toward the Unfunded Actuarial Liability (UAL) if the most recent Annual Valuation Report identifies a UAL. The source and amount of funding shall be determined and approved by the Board and may include the reserve fund balances over the cumulative maximum fund target.

8.5. Other Post-Employment Benefits (OPEBs)

Vandenberg Village Community Services District has no Other Post-Employment Benefits.

9.0 CHECK HANDLING

9.1. Annual Review

Vandenberg Village Community Services District's check handling policy shall be reviewed annually by the Board.

9.2. Applicable Ordinances

The District's check handling policy shall be administered in accordance with VVCSD Ordinance § 1.6.3. et. seq.

9.3. Check Signing

Authorized check signers for accounts payable and payroll checks will be one Board Member and one staff member, or two Board Members. The preferred hierarchy for Board Member signatures will be:

1. Finance Officer
2. Finance/Budget Committee Member
3. Board President
4. Other Board Members

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 7.D

FROM: Water/Wastewater Committee
(Director Heuring & Director Cox) *LC*

BY: Cynthia Allen, General Manager *CA*

DATE: August 4, 2026

SUBJECT: Future Well Site – Mitigated Negative Declaration

Recommendations: Receive the draft Initial Study/Mitigated Negative Declaration (IS/MND) prepared by Meredian Consultants and direct the General Manager to release the Draft IS/MND and Notice of Intent for a 30-day public review period.

Policy Implications:

- CEQA Guidelines § 15063 requires the lead agency to prepare an Initial Study to identify potential environmental impacts and determine whether the project qualifies for a Negative Declaration, Mitigated Negative Declaration, or requires an Environmental Impact Report.
- CEQA Guidelines § 15070–15075 establish the process for preparing, noticing, circulating, reviewing, adopting, and ultimately filing a Notice of Determination for a Negative Declaration or Mitigated Negative Declaration.
- CEQA Guidelines § 15105 establishes the minimum public review periods for proposed Negative Declarations and Mitigated Negative Declarations, requiring at least 20 days of public review, or 30 days when the document is submitted to the State Clearinghouse for state agency review.
- Public Resources Code § 21064.5 defines a Mitigated Negative Declaration (MND) as a negative declaration prepared when the Initial

Study identifies potentially significant environmental effects, but revisions to the project or mitigation measures reduce those effects to a point where no significant environmental impact would occur.

- Public Resources Code § 21081.6 requires a lead agency that approves a project with adopted mitigation measures to implement a Mitigation Monitoring and Reporting Program (MMRP) to ensure those measures are carried out during project implementation.
- Public Resources Code § 21091 establishes the public review requirements for proposed Negative Declarations and Mitigated Negative Declarations, requiring a review period of at least 20 days, or at least 30 days when state agency review through the State Clearinghouse is required.

Resource Impacts:

- There is \$250,000 in the Capital Budget for this phase of the Future Well Site project. About \$60,000 remains unspent.
- To date, the District has been invoiced \$50,057 from Meredian Consulting for the IS/MND.

Alternatives Considered: None

Discussion:

Project Background

On July 22, 2015, General Manager Barget submitted an Application for Lease of State Lands to the California State Lands Commission (SLC). The included Project Description delineated four potential well sites (identified as sites A through D) within the Burton Mesa Ecological Reserve for consideration by the SLC. (Note: the Burton Mesa Ecological Reserve consists of 5,368 acres).

On August 15, 2023, General Manager Barget amended the application to request a lease of 0.684 acres at the entrance to the District's water treatment plant (identified as site E). Subsequently, letters of support were sent from Assemblymember Gregg Hart and Senator Monique Limón to the SLC and the California Department of Fish and Wildlife (CDFW).

At its January 9, 2024 special meeting, the board of directors directed General Manager Allen to meet with the State Lands Commission and the Department of Fish and Wildlife to discuss the next steps on this project. At the subsequent meeting, it was determined that VVCSD would not be required to do an Environmental Impact Report (EIR) and that the state agencies would accept a Mitigated Negative Declaration (MND). In 2015, Meridian Consultants offered their assistance in preparing an MND for this project. The company was contacted and invited to submit a proposal.

At their January 7, 2025 regular board meeting, the board of directors accepted a proposal from Meridian Consultants for an amount not to exceed \$70,400 to prepare a Mitigated Negative Declaration (MND).

Mitigated Negative Declaration

A Mitigated Negative Declaration (MND) is a type of environmental review document used under the California Environmental Quality Act (CEQA) when a proposed project could have environmental impacts, but those impacts can be reduced to a less-than-significant level through specific mitigation measures.

An MND must be released for public review for 30 days when state agency review through the State Clearinghouse is required. During this review period, the public, agencies, and organizations can submit comments challenging the adequacy of the analysis or mitigation measures.

Typical MND Timeline:

1. Prepare Initial Study (CEQA §15063)
2. Prepare Draft MND (CEQA §15070)
3. Issue Notice of Intent (NOI) (CEQA §15072)
4. Public review (20–30 days) (CEQA §15073, §15105)
5. Respond to comments
6. Board adopts MND and MMRP (CEQA §15074; PRC §21081.6)
7. File Notice of Determination (CEQA §15075)

Draft Initial Study/Mitigated Negative Declaration Findings

The attached executive summary provides an overview of the Draft IS/MND prepared by Meridian Consultants. Nearly all topics result in No Impact or Less Than Significant Impact and, as anticipated, the only area requiring mitigation is Biological Resources. With the measures listed on pages 4-16 and 4-17 (BIO-1 through BIO-5), the environmental impacts are considered less than significant.

Staff recommends that the board direct staff to release the draft IS/MND for public review.

Attachment:

- Executive Summary
- Mitigated Negative Declaration prepared by Meridian Consultants dated July 2026 (under separate cover)

Executive Summary – VVCSD Water Well Replacement Project (Draft IS/MND, July 2026)

The document is a **Draft Initial Study and Proposed Mitigated Negative Declaration (IS/MND)** for the **Vandenberg Village Community Services District (VVCSD) Water Well Replacement Project**. The conclusion is that the project can proceed with a **Mitigated Negative Declaration**, meaning environmental impacts can be reduced to less-than-significant levels through mitigation measures.

What the Project Does

VVCSD serves roughly **2,600 water connections** in Vandenberg Village. Its existing groundwater wells were drilled in the 1970s and 1980s and are nearing the end of their useful lives.

The project proposes to:

- Replace **Well 1B, Well 3A, and Well 3B**
- Construct **three replacement wells**
- Maintain existing water supply reliability
- **Not increase groundwater pumping**
- **Not expand the service area**
- Keep overall water-production capacity essentially unchanged

The project site is a **0.76-acre area within the Burton Mesa Ecological Reserve (BMER)**. Construction is planned between **2027 and 2029** and will occur as existing wells are retired.

Most Important Environmental Issue

Biological Resources

This is the only resource area requiring formal mitigation. The site contains habitat for:

- California spineflower
- Seaside bird's-beak
- Lompoc ceanothus
- Vandenberg monkeyflower (federally endangered nearby)
- Potential habitat for:
 - Southwestern pond turtle
 - California legless lizard
 - Coast horned lizard
 - Pallid bat
 - American badger

Because the site lies within the Burton Mesa Ecological Reserve and near sensitive habitat, construction could disturb plants and wildlife.

Required Mitigation (BIO-1 through BIO-5) – pp 4-16 and 4-17

The report requires:

1. Pre-construction biological surveys
2. Worker environmental awareness training
3. Biological monitoring during construction
4. Environmentally Sensitive Area fencing
5. Species-specific protection measures

With these measures, impacts are considered **less than significant**.

Water Supply and Groundwater

A key finding is that the project:

- Does **not increase groundwater extraction**
- Replaces wells on a **one-for-one basis**
- Maintains existing production capacity
- Does not interfere with groundwater recharge
- Supports long-term reliability of VVCSD's potable water system

This is an important point because the project's purpose is maintenance, not expansion.

Air Quality and Greenhouse Gases

Air Quality

Construction and operational emissions are well below Santa Barbara County APCD significance thresholds.

The report concludes:

- No conflict with regional air-quality plans
- No substantial exposure of nearby residents to pollutants
- No significant odor impacts

Greenhouse Gases

Estimated emissions:

- Construction: **143 MTCO₂e total**
- Construction (annualized): **5 MTCO₂e/year**
- Operations: **338 MTCO₂e/year**

This is far below the County's significance threshold of **1,000 MTCO₂e/year**.

Noise

Construction noise was modeled at nearby residences.

Results:

- Maximum modeled construction noise: **54.4 dBA**
- County threshold: **65 dBA**

Operational noise from the wells is expected to be negligible because the nearest residences are over **2,000 feet away**.

Cultural and Tribal Resources

The study found:

- No eligible historical resources
- No significant archaeological resources
- No known tribal cultural resources
- No tribes requested AB 52 consultation after notification

If artifacts or human remains are discovered during construction, California procedures require work stoppage and professional evaluation.

Wildfire and Public Safety

The site is in a **State Responsibility Area (SRA)** for wildfire.

However, the project:

- Does not increase occupancy
- Does not create new growth
- Does not impair evacuation routes
- Helps maintain water supplies used for fire protection

Impacts are considered less than significant.

What the Project Does NOT Do

The report repeatedly emphasizes that the project:

- Does not add development
- Does not induce growth
- Does not increase population
- Does not add housing
- Does not expand VVCSD service boundaries
- Does not increase groundwater production capacity

These findings drive many of the "no impact" and "less than significant" conclusions.

Overall Conclusion

The environmental consultant and VVCSD conclude that:

- Nearly all topics result in **No Impact** or **Less Than Significant Impact**.
- The only area requiring mitigation is **Biological Resources**.
- With implementation of mitigation measures BIO-1 through BIO-5, environmental impacts are reduced to **less than significant**.
- An **Environmental Impact Report (EIR)** is not required; a **Mitigated Negative Declaration** is recommended.

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 7.E

FROM: Water/Wastewater Committee^{LC}
(Director Heuring & Director Cox)
Sally

BY: Cynthia Allen, General Manager *CA*

DATE: August 4, 2026

SUBJECT: Consulting Services – Europa Loop Design

Recommendation: Award a contract to Wallace Group for professional engineering services to design the Europa Loop.

Policy Implications: California Government Code §53060 authorizes the legislative body of any district to contract for special services and advice in financial, economic, accounting, engineering, legal, or administrative matters if such persons are specially trained, experienced, and competent to perform the special services required.

Resource Impacts: The Wallace Group proposal includes options from \$38,438 to \$63,900 for the Europa Loop design. Fiscal Year 2026-27 includes \$75,000 for this phase of the project.

Alternatives Considered:

- Cancel the project.
- Award the contract for one of the other options.

Discussion: After the receipt of the Water Scoping Study from Wallace Group, they submitted a proposal for \$69,000 to design and provide engineering services during construction for the Europa Loop project. The board asked staff to request additional options from Wallace Group and to solicit additional proposals. Four additional firms were invited to provide

a proposal for professional services and MNS provided a submission for the design only.

	Wallace Group	MNS
Option A – Engineering, survey, and limited construction support	\$63,900	--
Option B – Engineering and survey	\$55,893	--
Option C – Engineering only*	\$38,438	\$38,935

*Option C requires survey (topo, boundary, legal descriptions for easement) to be performed by others contracted directly to VVCSD.

The General Manager reviewed the two proposals with the Water/Wastewater Committee on July 17. The committee recommends selecting Wallace Group Option B which includes Engineering and the required survey.

Attachments:

1. Proposal from Wallace Group
2. Proposal from MNS

June 12, 2026

Cynthia Allen
Vandenberg Village CSD
3745 Constellation Road
Lompoc, California 93436

Subject: Europa Avenue Water Line Design

Dear Cynthia Allen:

Wallace Group appreciates the opportunity to provide you with our proposal for engineering services for the above referenced project. Based on our discussion, the following Scope of Services has been prepared for your consideration:

PROJECT UNDERSTANDING

In November 2025, Wallace Group completed the scoping study for four water system projects for Vandenberg Village CSD (VVCSD). Wallace Group has been advised that the VVCSD board would like to move forward with the following project: Project #4 - New Loop from Europa Ave to Enterprise Ave.

This proposal includes detailed design and development of construction documents for the Europa Ave waterline. Wallace Group will prepare a Plans, Specifications, and Cost Estimate (PS&E) package for this project.

SCOPE OF SERVICES

Design documents will be submitted at the 60%, 90%, and 100% level. Wallace Group will provide information for bid item descriptions and other technical information for the front end bid documents, however it is our assumption that VVCSD will prepare the bulk of the front end documents. For any technical specifications not covered by VVCSD standards, Wallace Group will provide technical specifications in CSI format.

Wallace Group will provide in-house quality assurance and quality control (QA/QC) at all of the milestone deliverable stages described in Task 4, 5, and 6. At each milestone, there is a comprehensive QA/QC review of project research, data, calculations, and report by senior or principal engineers within our firm.

The scope included in this CA will include the following tasks:

Task 1: Project Management

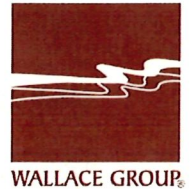
This task includes day-to-day coordination of project activities, including scheduling and budget controls, staffing needs and coordination, coordination with the District, monthly status updates and reporting, and other related project management activities. This effort is based on the design schedule duration of 4 months.

Task 1 Deliverables:

- Monthly status updates (email or PDF)

Task 2: Data Collection and Review

Immediately following NTP, we will begin the process of requesting utility maps and relevant data from participating agencies and utilities in the work areas. We will collect associated maps and incorporate the existing utilities in the plans, noting any major discrepancies or



CIVIL AND
TRANSPORTATION
ENGINEERING

CONSTRUCTION
MANAGEMENT

LANDSCAPE
ARCHITECTURE

MECHANICAL
ENGINEERING

PLANNING

PUBLIC WORKS
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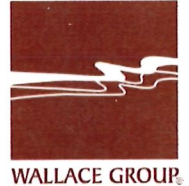
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conflicts that pose concern to the preliminary design.

Task 2 Deliverables:

- No deliverables anticipated for Task 1

Task 3: Survey

Wallace Group's survey efforts will include the following:

- a) Topographic field survey for the proposed waterline alignment and underground improvement, obtaining surface features, existing utilities, sewer/storm drain inverts, etc. as needed for the pipeline design. This includes topographic mapping of an approximate 450 foot long 75 foot wide strip of land.
- b) Boundary survey, sufficient monuments will be located to re-establish that portion of the property boundary of Lot 269 of Tract 14,497, Phase 3, 4, and 5 and adjacent right-of-way lines of Europa Avenue and Enterprise/Pluto Avenue that are within the mapping area. For budgeting purposes, we have assumed the monuments shown on the tract map exist and are found in good condition. We have assumed that the requirement for filing a record of survey will not be triggered as part of this scope of services.
- c) Preparation of one legal description and exhibit map for a proposed easement required through the privately owned park property. We will provide one draft submittal, respond to one unified set of review comments, and deliver one signed submittal. For budgeting purposes, we have assumed the owner will handle property easement acquisition tasks.
- d) Procurement of a preliminary title report (PTR) for the affected property. The PTR will be used as a research aid to plot easements listed within each report that affect the properties in question. For budgeting purposes, we have assumed the PTR will cost no more than \$1,500 and no more than two easements will require plotting.

Task 3 Deliverables:

- AutoCAD Civil 3d survey base file (AutoCAD 2024 DWG format)
- Draft and Final legal description and exhibit map (PDF)
- Preliminary Title Report

Task 4: 60% Design

The 60% plans will include profile views and details. The plans will be at 1"=20' scale in plan and horizontal profile view, and 1"=5' in vertical profile scale. Wallace Group assumes the contractor will prepare traffic control plans and therefore they are not included in the scope of work. The full drawing set is anticipated to consist of the following sheets:

1. Title Sheet
2. General Notes
3. Survey Control
4. Waterline plan and profile sheet (x1)
5. Connection/Tie-in Details
6. VVCSD Standard Details
7. Erosion Control Plan

Total Estimated Sheet Count: 7

A draft set of technical specifications for the Project will be included in this submittal. The technical specifications will be prepared in CSI format. Wallace Group will prepare a detailed bid schedule and measurement and payment (M&P) specifications.

A preliminary Engineer's Opinion of Probable Cost (EOPC) will also be provided with the 60% submittal.

Task 4 Deliverables:

- 60% Plans
- 60% Specifications
- 60% EOPC

Task 5: 90% Design

Wallace Group will update the PS&E package based on VVCSD comments during the 60% design review and prepare a 90% construction document package.

Task 5 Deliverables:

- 90% Plans
- 90% Specifications
- 90% EOPC

Task 6: 100% Design

Wallace Group will update the PS&E package based on VVCSD comments during the 90% design review and prepare a bid ready 100% construction document package.

Task 6 Deliverables:

- 100% Plans
- 100% Specifications
- 100% EOPC

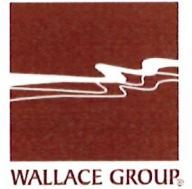
Task 7: Engineering Services During Construction

Wallace Group has budgeted for the following services during construction:

- a) Submittal review: Wallace Group will review submittals for compliance with the design documents. For budgeting purposes, 10 submittals are assumed.
- b) RFIs: Wallace Group has budgeted for responding to 3 RFIs during the construction phase. Wallace Group assumes VVCSD will disseminate RFI responses to the contractor.
- c) Weekly construction meetings: Wallace Group assumes participation in virtual weekly construction meetings for a period of 1 month.
- d) Site visit for project completion: 1 site visit has been assumed to confirm project completion and closeout.
- e) Record Drawings: Wallace Group will incorporate as-builts from the contractor indicating any field changes into the design drawings and provide a final record drawing set.

Task 7 Deliverables:

- Submittal and RFI responses (PDF)
- Record drawings (PDF)



Assumptions

1. A Stormwater Pollution Prevention Plan (SWPPP) is not needed.
2. Project Clean Water Post-Construction Requirements are not applicable to the project.
3. CEQA or other environmental reviews are not needed, or will be performed by others.
4. Geotechnical services during construction (backfill testing and inspection) will be contracted directly with VVCSD.
5. Construction management will be provided by VVCSD including pipeline disinfection and pressure testing.

SCHEDULE

The design phase of the project is anticipated to last 4 months after receiving Notice to Proceed (NTP).

TO BE PROVIDED BY THE CLIENT

- Client shall provide the DIR Project Number for this project. To do so, the Client will need to complete the PWC-100 form and submit to the DIR prior to the commencement of the field survey. This is required to be in compliance with State of California Prevailing Wage laws.

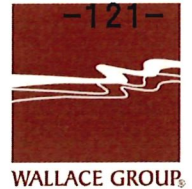
ITEMS NOT INCLUDED IN SCOPE OF SERVICES

The following services may also benefit your project. Wallace Group can provide these services, however, they are not included in the current Scope of Services or estimate of fees:

- Bid Phase services
- Construction Management and Inspection
- Construction staking
- Environmental Review
- Permitting Coordination
- Hydrogeological services
- Property acquisition services
- Setting monuments
- Record of survey
- Pre or post survey monument preservation

PROJECT FEES

Wallace Group will perform the services denoted in the proposed Scope of Services in accordance with the attached Standard Billing Rates (Exhibit A). These services will be invoiced monthly on an accrued cost basis, and our total fees, including reimbursables will not exceed our estimated fees as outlined in the table below (and detailed in Exhibit B) without receiving written authorization from the Client. Based on a request from VVCSD, the table includes three options (Options A-C), each with a different level of project support.



Option	Tasks							Fee Estimate
	1	2	3	4	5	6	7	
Option A - Engineering, survey, and limited construction support	X	X	X	X	X	X	X	\$63,900
Option B - Engineering and survey	X	X	X	X	X	X		\$55,893
Option C - Engineering only*	X	X		X	X	X		\$38,438

*Option C requires survey (topo, boundary, legal descriptions for easement) to be performed by others contracted directly to VVCSD.

The estimated fees denoted in Task 3 above are based on prevailing wage rates. If the Client and the California Department of Labor determines that prevailing wage payments are not required, the fees for Task 3 above will be adjusted and billed according to the per hour rate of the Standard Wage column on the Standard Billing Rates provided.

At your request, additional services to the Scope of Services will be performed by Wallace Group following the signature of our Contract Amendment or the initiation of a new contract.

TERMS AND CONDITIONS

In order to convey a clear understanding of the matters related to our mutual responsibilities regarding this proposal, we will perform the work in accordance with mutually agreed terms based on the Consultant Services sample contract provided by Vandenberg Village Community Services District. If this proposal meets with your approval, please let us know, and we will facilitate conforming the Consultant Services sample contract provided for the project.

We want to thank you for this opportunity to present our proposal for professional services. If you would like to discuss this proposal in greater detail, please feel free to contact me.

Sincerely,

WALLACE GROUP, a California Corporation

TERMS AND CONDITIONS ACCEPTED:

Greg Hulburd, PE C81404
Director of Water Resources
612 Clarion Court
San Luis Obispo
California 93401
T 805 544-4011
F 805 544-4294
www.wallacegroup.us

Signature

Printed Name

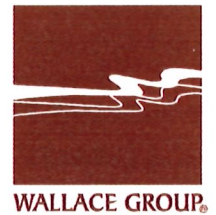
Title

Date

Attachments
JMR: PP26-0120, 2026, std
Exhibit A
Exhibit B

THIS PROPOSAL IS VALID FOR 60 DAYS FROM THE DATE OF THIS DOCUMENT

EXHIBIT A
Standard Billing Rates



Engineering, Design & Support Services:

Assistant Designer/Technician.....	\$133
Designer/Technician I – IV	\$137/\$147/\$157/\$167
Senior Designer/Technician I – III.....	\$178/\$185/\$192
GIS Technical Specialist.....	\$172
Senior GIS Technical Specialist.....	\$184
Associate Engineer I – III	\$145/\$155/\$165
Engineer I – IV	\$184/\$189/\$194/\$199
Senior Engineer I - III.....	\$217/\$225/\$232
Director.....	\$236
Principal Engineer/Consulting Engineer	\$264
Principal	\$290

Surveying Services:

Party Chief	\$197
Party Chief (*Prevailing Wage)	\$250
Instrument Person	\$138
Instrument Person (*Prevailing Wage).....	\$150
Associate Survey Technician	\$130
Survey Technician I – IV.....	\$145/\$150/\$160/\$165
Land Surveyor I – III.....	\$176/\$186/\$196
Senior Land Surveyor I - III	\$205/\$210/\$215
Director.....	\$236
Principal Surveyor	\$264
Principal	\$290

Support Services:

Office Assistant	\$125
Project Assistant I - III.....	\$135/\$140/\$150

***Prevailing Wage:**

State established prevailing wage rates will apply to some services based on state law, prevailing wage rates are subject to change over time and geographic location.

Right to Revisions:

Wallace Group reserves the right to revise our standard billing rates on an annual basis, personnel classifications may be added as necessary.

Additional Professional Services:

Fees for expert witness preparation, testimony, court appearances, or depositions will be billed at the rate of \$400 an hour. If required to meet schedule requests, overtime on a project will be billed at 1.5 times the employee's typical hourly rate.

Direct Expenses:

Direct expenses will be invoiced to the client and a handling charge of 15% may be added. Sample direct expenses include, but are not limited to the following:

- travel expenses
- sub-consultant services
- agency fees
- delivery/copy services
- mileage (per IRS rates)
- other direct expenses

Invoicing and Interest Charges:

Invoices are submitted monthly on an accrued cost basis. A finance charge of 1.5% per month may be assessed on all balances that are thirty days past due.

**Exhibit B. Wallace Group Team Resource Estimate for the
Europa Avenue Water Line Design**

BUDGET SUMMARY

PHASE/TASK No.	TASK DESCRIPTION	PRINCIPAL HRS \$290	PRINCIPAL ENGINEER HRS \$264	DIRECTOR HRS \$236	DIRECTOR, SURVEY hrs \$236	ENGINEER III HRS \$194	ASSOCIATE ENGINEER III HRS \$165	Party Chief* HRS \$250	Instrument Person* HRS \$150	SENIOR LAND SURVEYOR HRS \$210	Survey Technician III \$160	Preliminary Title Reports COST	Misc. Direct Costs COST	TOTAL LABOR HOURS HRS	LABOR \$	TOTAL COST \$
1	Project Management	2		8									\$138	10	\$2,468	\$2,606
2	Data Collection and Review			7		7								14	\$3,010	\$3,010
3	Survey			2				20	10	12	38	\$ 1,500	\$138	82	\$15,572	\$17,210
4	60% Plans, Specs, Estimate			4	1	20	30			1	4			60	\$10,860	\$10,860
5	90% Plans, Specs, Estimate			4	1	20	30			1	2			58	\$10,540	\$10,540
6	100% Plans, Specs, Estimate		16	4	1	12	20			1	1			55	\$11,402	\$11,402
7	Engineering Services During Construction			4		36							\$69	40	\$7,928	\$7,997
	SUB-TOTALS	2	16	33	3	95	80	20	10	15	45		\$344	319	\$61,780	\$63,624
	WALLACE GROUP LABOR COSTS	\$580	\$4,224	\$7,788	\$708	\$18,430	\$13,200	\$5,000	\$1,500	\$3,150	\$7,200					\$61,780
	WALLACE GROUP DIRECT COSTS															\$344
	SUBCONSULTANT DIRECT COSTS											\$1,500				\$1,500
	DIRECT COSTS OVERHEAD @														15%	\$277
	TOTAL															\$63,900

Task Budgets may fluctuate within Overall Budget

* Designates Prevailing Wage

2036 std rates apply

Option B - Engineering & survey, no construction support
Option C - Engineering only

\$55,893
\$38,438



April 15, 2026

Cynthia Allen, Ph.D., CSDM
Vandenberg Village Community Services District
3745 Constellation Road
Lompoc, CA 93436

**SUBJECT: Proposal for Professional Engineering Services for Europa
Avenue to Enterprise Avenue Waterline Loop**

Dear Ms. Allen:

Thank you for the opportunity to submit this proposal for Professional Engineering Services for the Vandenberg Village Community Services District (District) Europa Avenue to Enterprise Avenue Waterline Loop (Project). MNS Engineers, Inc. (MNS) offers our qualified team to provide professional services for this Project.

Project Understanding

The District was established in 1983 as a local government agency under California Government Code Section 61000, et seq., for the purpose of providing water and wastewater services to the community of Vandenberg Village, an unincorporated area of Santa Barbara County north of Lompoc. It is governed by a Board of five locally elected directors. Vandenberg Village Community Services District currently provides service to approximately 2,600 connections.

A portion of the District water system south of Highway One (Tract #14487 in the lowest pressure zone) has two major portions of the system which are not looped and create operational challenges. A portion of the affected area is supplied via a single 8" main in Carina Drive. If there is a main break there, water for a large number of homes must be shut off due to lack of looping. A water main is proposed from Europa Avenue to Enterprise Avenue. This new loop provides the following benefits:

- Operational flexibility and redundancy – less water users are affected in the event of a main break
- Improved hydraulics – the additional loop takes advantage of the capacity of the existing pipes and increases fire flow available to the surrounding areas.
- Improved water quality – water circulation will be increased, which in turn will reduce water age and improve water quality.

MNS DETAILS

LEGAL NAME

MNS Engineers, Inc.

FIRM OWNERSHIP TYPE

C-Corporation

YEAR FIRM ESTABLISHED

1962

**CALIFORNIA DEPARTMENT
OF INDUSTRIAL RELATIONS**

DIR No. 1000003564

CORPORATE OFFICE

201 N. Calle Cesar Chavez,
Suite 300

Santa Barbara, CA 93103

805.692.6921 Office/Fax

mnsengineers.com

LOCAL OFFICE

201 Industrial Way, Suite A
Buellton, CA 93427

805.648.4840 Office

PROJECT CONTACT

Tyler Hunt, PE, QSD/QSP

Project Manager

805.788.8013 Mobile

thunt@mnsengineers.com

AUTHORIZED SIGNATURE

Nick Panofsky, PE

Vice-President

805.722.2734

npanofsky@mnsengineers.com



The new loop is proposed to be 8" PVC. Although hydraulic analysis has not been performed, this is consistent with the existing mains in the vicinity; further, there are no large fire flow requirements in this service area which consists of single-family homes. Care will need to be taken to protect the existing light pole and survey monument located at the intersection of Enterprise Avenue and Pluto Avenue.

The District has requested MNS prepare a proposal to provide bid-ready contract documents.

Project Approach

MNS will approach the Project as a collaboration between MNS and the District. To minimize the design effort, we will use existing plans and base maps to develop the improvements as well as District standards and specifications. Our Project Manager, Tyler Hunt, PE, has served as the project manager for many other projects of similar scope and magnitude.

Project Team

MNS has assembled a qualified team with the skills and expertise to bring this project to successful completion. Our team will be led by Tyler Hunt, PE, QSD/QSP, as Project Manager, Ethan Coon, as Associate Engineer, and Nick Panofsky, PE, will provide quality assurance/quality control (QA/QC) reviews of deliverables. Additional staff is available as needed to complete the work required commensurate with anticipated timelines.

Scope of Work

MNS will take a comprehensive approach to the Project by actively managing the individual tasks, minimizing the District's effort to move the Project forward. We have developed the following scope of work specifically for the Project.

Task 1 – Project Management

Subtask 1.1 – Project Management

Project Manager, Tyler Hunt, PE, will provide ongoing coordination between the District and the internal team during the Project. He will monitor the budget and serve as the main point of contact with the District. Regular phone calls and e-mail updates will be sent from Tyler to the District's Project Manager to keep lines of communication open and up to date. He will submit monthly invoices with all supporting documentation in a format acceptable to the District and manage contract terms. He will also provide updated project schedules as requested by the District.

Tyler will be responsible for ensuring all deliverable deadlines are met, all internal quality control reviews are completed, and the final products meet the expectations of the District.

Subtask 1.2 – Quality Assurance/Quality Control

In accordance with MNS company policy for QA/QC, all deliverables, calculations, recommendations, and other documentation will be reviewed by an experienced engineer, not otherwise associated with the Project, prior to submittal to the District. Documents will be reviewed to ensure technical excellence, the goals and



expectations of the District are being met, and conformance with applicable design checklists and standards. For this Project, all deliverables and other items requiring QA/QC reviews will be reviewed by Nick Panofsky, PE.

Subtask 1.3 – Coordination with District Staff

Over the duration of the Project, MNS will lead meetings and conference calls as required to move the Project forward and ensure the District is informed and in concurrence with the progress of the Project. Meetings with District staff will be held at key times of the design phase to obtain data and to discuss design details as needed for progress updates, discussion, clarifications, and direction. MNS has also budgeted for one in-person site visit to confirm field conditions and site constraints. The site visit will be conducted as part of the kick-off meeting. The MNS Project Manager will also coordinate with the District's Electrical and I&C consultant.

We assume these meetings will be held virtually except for the site visit. We have budgeted for the following meetings over the course of the design portion of the Project:

- Project Kick-off Meeting
- Site Visit
- 90% Design Review Meeting
- Additional Coordination Meeting

The Project Manager and one support staff will attend all meetings. For the kick-off and 90% design review meetings, MNS will develop a meeting agenda and submit meeting minutes to the District within five business days to document decision making milestones for distribution to Project stakeholders.

Deliverables

1. Monthly Invoices.
2. Meeting Agendas and Minutes (2 total).

Task 2 – Design Deliverables

MNS will perform utility requests to determine if there are utilities in the Project area that could interfere with the new pipeline. We will then develop a set of plans, specifications, and an accompanying Engineer's Opinion of Probable Construction Cost (PS&E) for the Project. Design documents will be delivered at the 90 percent and Final design stages. Final design documents will be stamped by a professional civil engineer registered in the State of California. We will provide electronic documents upon completion of the work. Electronic formats will include images prepared in Adobe PDF format and electronic files compatible with Microsoft Word and Excel, and AutoCAD, if requested.

Plans

MNS will prepare detailed drawings for the Project clearly defining the work to be completed. Plans will be prepared in the latest version of AutoCAD Civil 3D. Drawings will follow the District's drafting standards as applicable.



An anticipated sheet list includes:

Sheet No.	Drawing No.	Description
1	Sheet G-01	Title Sheet
2	Sheet G-02	General and Construction Notes, Legend, Abbreviations
3	Sheet C-01	Plan and Profile
4	Sheet C-02	Details

Specifications

MNS will develop and submit technical specifications for the 90% and Final design deliverables for the Project based on District Engineering Standards and the latest edition of the Standard Specifications for Public Works Construction (Greenbook). Design specifications will be in conformance with jurisdictional entities as required. MNS assumes the District will provide the front-end specifications.

Engineer's Opinion of Probable Construction Cost

MNS will prepare an Engineer's Opinion of Probable Construction Cost for the 90% and Final design deliverables. We will base the opinion on recent projects of similar size and scope upon which we have worked and communications with vendors and material suppliers.

Subtask 2.1 – Background Information Review

As part of the kickoff meeting, MNS will submit a request for information for previous studies, property title report, atlas maps and Geographic Information System (GIS) information, system demands, and record drawings of existing facilities. We will also submit utility request letters to potential utility providers in the area. We assume no flow monitoring or hydraulic modeling will be required as part of the Project.

Subtask 2.2 90% Deliverable

MNS will prepare 90% PS&E sufficiently complete to provide for District review. We will assemble a review package in PDF format and transmit electronically. Following receipt of the District's consolidated 90% design comments, we will hold a design review meeting with District staff to discuss the District's comments as discussed in Task 1.3.

Subtask 2.3 Final Deliverable

After completion of the 90% Design Review meeting, MNS will prepare Final PS&E documents which will include complete plans and details for the proposed work suitable for public bidding. The documents will include changes based upon the 90% design review comments and discussion. We will prepare a response matrix summarizing each District comment on the 90% design, identifying how each comment is addressed in the Final submittal. Plans and specifications will be stamped and signed by professional engineers in the appropriate disciplines, registered in the State of California.

MNS assumes the District will provide final reproduction of plans and specifications and will provide plans and specifications to prospective bidders.



Deliverables

1. 90% and Final PS&E
2. 90% Comment Response Form

Assumptions

MNS has made the following assumptions in preparation of this proposal:

- The District will provide the following data, access, services, or resources if necessary:
 - Front-end contract documents
 - Topographic survey data
 - Geotechnical data
 - Access to the facilities
 - Available record drawings
 - Responses to Engineer questions
 - CEQA compliance
- District is responsible for all permits and fees
- MNS is not responsible to obtain environmental clearances or permits

Compensation

MNS proposes to perform the base services described herein for a not-to-exceed fee estimate of **\$38,935**. A breakdown by task is provided in the following table. A detailed fee proposal spreadsheet is provided as an attachment. All fees are in accordance with the Current MNS fee schedule.

Task	Fee
Task 1 – Project Management	\$7,205
Task 2 – Design Deliverables	\$31,730
Total	\$38,935

Schedule

MNS is committed to meeting the District's schedule requirements for this Project. We are prepared to begin work on or before May 1, 2026. Based on this start date, we are committed to meeting or exceeding the following schedule.

Kick-off Meeting	Within one week of NTP
90% PS&E	Six weeks from kick-off mtg
Final PS&E	Two weeks from 90% design review mtg



Closing

Thank you for the opportunity to submit this proposal. We are excited and look forward to working with the District. Please feel free to contact me with any questions you may have about our submittal at 805.788.8013 or thunt@mnsengineers.com. Thank you for your consideration.

Sincerely,
MNS Engineers, Inc.

A handwritten signature in blue ink, appearing to read "Tyler Hunt", with a long horizontal flourish extending to the right.

Tyler Hunt, PE
Principal Engineer

Attachments:

Fee Estimate Spreadsheet
MNS 2026 Fee Schedule

4/15/2026



2025 - 2026 STANDARD SCHEDULE OF FEES

PROJECT/PROGRAM MANAGEMENT

Principal-In-Charge.....	\$395
Senior Project/Program Manager.....	355
Project/Program Manager.....	305
Assistant Project/Program Manager.....	280
Senior Project Coordinator.....	220
Project Coordinator.....	185

ENGINEERING

Principal Engineer.....	\$340
Lead Engineer.....	300
Supervising Engineer.....	285
Senior Project Engineer.....	255
Project Engineer.....	230
Associate Engineer.....	210
Assistant Engineer.....	195

SURVEYING

Principal Surveyor.....	\$310
Lead Surveyor.....	300
Supervising Surveyor.....	255
Senior Project Surveyor.....	230
Project Surveyor.....	205
Associate Project Surveyor.....	195
Assistant Project Surveyor.....	180
Party Chief (PW).....	210
Chainperson (PW).....	180
One-Person Survey Crew (PW).....	250

TECHNICAL SUPPORT

CADD Manager.....	\$220
Supervising Technician.....	195
Senior Technician.....	185
Engineering Technician.....	150

DIRECT EXPENSES

Use of outside consultants as well as copies, blueprints, survey stakes, monuments, computer plots, telephone, travel (out of area) and all similar charges directly connected with the work will be charged at cost plus fifteen percent (15%). Mileage will be charged at the current federal mileage reimbursement rate.

PREVAILING WAGE RATES

Rates shown with Prevailing Wage "(PW)" annotation are used for field work on projects subject to federal or state prevailing wage law and are subject to increases per DIR.

ANNUAL ESCALATION

Standard fee rates provided for each classification are subject to 5% annual escalation or the most recent US Bureau of Labor Statistics Consumer Price Index, whichever is higher.

OVERTIME

Overtime for non-exempt employees will be charged at 1.5 x hourly rate; overtime for exempt employees and other classifications will be charged at 1 x hourly rate.

CONSTRUCTION MANAGEMENT

Principal Construction Manager.....	\$375
Senior Construction Manager.....	325
Senior Resident Engineer.....	295
Resident Engineer.....	275
Structure Representative.....	280
Construction Manager.....	250
Assistant Resident Engineer.....	225
Sr. Construction Inspector (PW).....	210
Construction Inspector (PW).....	195
Office Administrator.....	140

PLANNING

Practice Lead.....	\$315
Senior Technical Specialist.....	275
Technical Specialist.....	250
Principal Planner/Scientist.....	210
Senior Planner/Scientist.....	195
Associate Planner/Scientist.....	165
Assistant Planner/Scientist/Monitor.....	140
Planning Technician/Field Monitor.....	115
Senior GIS Technician.....	185
GIS Technician.....	140
Labor Compliance Officer.....	165
Labor Compliance Analyst.....	125
Senior Housing Manager.....	235
Housing Manager.....	195
Principal Housing Analyst.....	175
Senior Housing Analyst.....	145
Housing Analyst.....	115

GOVERNMENT SERVICES

City Engineer.....	\$295
Deputy City Engineer.....	260
Assistant City Engineer.....	245
Plan Check Engineer.....	205
Permit Engineer.....	195
City Inspector.....	185
Senior City Inspector (PW).....	210
City Inspector (PW).....	195
Principal Stormwater Specialist.....	250
Senior Stormwater Specialist.....	220
Stormwater Specialist.....	190
Stormwater Technician.....	170
Building Official.....	285
Senior Building Inspector.....	220
Building Inspector.....	195
Senior Grant Writer.....	210
Grant Writer.....	200
Associate Grant Writer.....	180
Assistant Grant Writer.....	160

ADMINISTRATIVE SUPPORT

Senior Management Analyst.....	\$220
Management Analyst.....	190
IT Technician.....	155
Graphics/Visualization Specialist.....	165
Administrative Assistant.....	115

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 7.F

FROM: Finance/Budget Committee
RVS LC
(Director Stassi & Director Cox)

BY: Cynthia Allen, General Manager CA
Patricia LeCavalier, Financial Services Manager PL

DATE: August 4, 2026

SUBJECT: Investments

Recommendations: Per District Ordinance § 1.3.1 the Finance Officer is required to recommend the investment of reserve funds per the Investment Policy. The transfer of certain investment funds into the California CLASS Term Series II pooled investment is being recommended.

Policy Implications:

- District Ordinance § 1.3.1 requires the Finance Officer to recommend the investment of reserve funds per the Investment Policy.
- District Ordinance § 1.3.5 appoints the General Manager as Treasurer under California Government Code § 61053.
- District Ordinance § 1.6.3.1 requires the authorized signers for investments to be the Board President, Finance Officer, General Manager/Treasurer, and Administrative Services Manager (now Financial Services Manager).
- District Ordinance § 1.6.7 et seq. sets forth how the District will invest its funds.
- California Government Code § 56301 details the types of investments allowed for district funds.

- California Government Code § 53635 et seq. governs pooled investments.

Resource Impacts: California CLASS Prime interest is accrued daily and paid out monthly, Mechanics Bank interest is accrued daily and paid out monthly, and LAIF interest is accrued daily and paid out quarterly.

Alternatives Considered: None

Discussion: The Finance/Budget Committee met on July 17 and reviewed the pro-forma investments as of June 30, 2026. In response to the excellent interest earnings offered by the California CLASS Term Series II pooled investment, the committee recommends transferring \$2 million into a California CLASS Term Series II account with a 12-month redemption (\$1 million from Mechanics Bank and \$1 million from LAIF).

The District currently invests its cash/capital in more than a single financial institution; however, current investments do not include any that yield a fixed rate of return. The Finance/Budget Committee believes the current 12-month California CLASS opportunity to earn about a 4.22% fixed rate of return (as of 7/27/26) presents excellent timing to transfer some funds into a fixed rate of return investment that is predictable and stable.

Attachments:

- California CLASS Term Series II Fact Sheet
- California CLASS Term Series II Indicative Rates effective July 27, 2026



ABOUT CALIFORNIA CLASS TERM SERIES II

California CLASS Term Series II (TS II) is a pooled investment vehicle designed to deliver a fixed rate of return while prioritizing capital preservation, planned liquidity (scheduled-maturity date), and competitive yields - built on the same high-quality investments as the California CLASS Prime portfolio.

Permitted investments include highly rated investment vehicles such as obligations of the U.S. government and its agencies and instrumentalities, commercial paper, bankers' acceptance, repurchase agreements, and investments permitted by California state statute and the California CLASS Investment Policy.

INVEST WITH CONFIDENCE

TS II provides fixed rates, targeted liquidity, and high-rated securities, enabling Participants to confidently align investments with their operational needs. Find out more below!

KEY FEATURES:

- ✓ Rated AA+ by Fitch Ratings
- ✓ Comprised of Permissible Investments by California Government Code Section 53601
- ✓ Competitive, Fixed Rate of Return
- ✓ Customized Redemption Date Selected by You!

TERM SERIES II SUMMARY

Minimum Investment Period:	60 days
Maximum Investment Period:	One (1) Year [365 days]
Minimum Investment:	\$1,000,000
Investment Rate:	Fixed to planned redemption date. All investment rates are quoted net of fees and on a 365 basis unless noted otherwise.
Planned Redemption Date:	Principal plus interest is posted to the Participant's California CLASS account.
Withdrawal Prior to Planned Redemption Date:	Withdrawals made at any time prior to the planned redemption date are subject to an early redemption penalty associated with early liquidation which may reduce or eliminate income and/or may reduce principal.
Rating:	Fitch Ratings has assigned a AA+ to the California CLASS Term Series II portfolio.

YOUR DEDICATED RELATIONSHIP TEAM



Bob Shull
Senior Director
(213) 378-2070
bob.shull@californiaclass.com



Crystal Lynn
Director
(213) 291-7422
crystal.lynn@californiaclass.com



INVESTING MADE EASY

Offering your local government a comprehensive approach to investing your funds

Investment Option	California CLASS Prime	California CLASS Enhanced Cash	California CLASS Term Series II
Portfolio Type	Prime-style fund	Enhanced cash	Target maturity fund
Safety	Rated 'AAAm' by S&P Global Ratings	Rated 'AAAf/S1' by Fitch Ratings	Rated 'AAAf' by Fitch Ratings
Liquidity Offered	Daily	Next-day	Held to maturity (of investors choosing)
Minimum Investment	None	None	\$1 Million
Withdrawals	Unlimited	Unlimited	Planned redemption at maturity
Investment Horizon	Day-to-day	12-18 Months	60 to 365 Days
Dividend Rate	Apply daily	Accrue daily	Accrue daily / Paid at maturity
WAM	≤60 days	90-200 days	N/A
Net Asset Value (NAV)	Stable \$1.00 per share	Variable \$10.00 per share	Principal at maturity

ELIGIBLE INVESTMENTS

California CLASS investments are made in accordance with California Statutes. Information regarding any investments in a California CLASS portfolio will be provided upon request. To review the California CLASS Investment Policy, please visit www.californiaclass.com.

For Institutional Use Only. Public Trust Advisors, LLC, PMA Financial Network, LLC, PMA Securities, LLC and PMA Asset Management, LLC (collectively PTMA) are under common ownership. Public Trust Advisors, LLC and PMA Asset Management, LLC, are both SEC registered investment advisers. PMA Securities is a broker-dealer and municipal advisor registered with the SEC and MSRB and is a member of FINRA and SIPC. Registration with the SEC does not imply a certain level of skill or training. Marketing, securities, institutional brokerage services and municipal advisory services are offered through PMA Securities, LLC. Public Trust Advisors and PMA Asset Management provide investment advisory services primarily to local government investment pools ("Funds") and separate accounts. All other products are provided by PMA Financial Network, LLC.

Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. California CLASS is not a bank. An investment in California CLASS is not insured by the Federal Deposit Insurance Corporation or any other government agency. Please read the applicable information statement(s) carefully before making any investment decision. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

The California CLASS prime-style portfolio is rated 'AAAm' by S&P Global Ratings. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit www.spglobal.com. California CLASS Enhanced Cash is rated 'AAAf/S1' by Fitch Ratings. California CLASS Term Series II is rated 'AAAf' by Fitch Ratings. The 'AAAf' rating is Fitch's opinion on the overall credit profile within a fixed-income fund/portfolio and indicates the highest underlying credit quality of the pool's investments. The 'S1' volatility rating is Fitch's opinion on the relative sensitivity of a portfolio's total return and/or net asset value to assumed changes in credit spreads and interest rates. The 'SI' volatility rating indicates that the fund possesses a low sensitivity to market risks. For a full description on rating methodology, please visit www.fitchratings.com. Ratings are subject to change and do not remove credit risk.

Public Trust Advisors, LLC, a registered investment advisor with the U.S. Securities and Exchange Commission, provides investment advisory services to the Fund. PMA Securities, LLC, an affiliate of Public Trust Advisors, is a broker-dealer and municipal advisor registered with the SEC and MSRB and is a member of FINRA and SIPC and provides marketing, and securities and other institutional brokerage services.

Cynthia Allen

From: California CLASS <info@californiaclass.com>
Sent: Monday, July 27, 2026 8:41 AM
To: Cynthia Allen
Subject: New Term Series II Rates Available



California Cooperative Liquid Assets Securities System

EVERY DOLLAR MATTERS. MAKE EVERY DOLLAR COUNT.

Announcing California CLASS Term Series II, a pooled investment vehicle designed to deliver a fixed rate of return while prioritizing capital preservation, planned-date liquidity, and competitive yields - built on the same high-quality credit exposures as the California CLASS Prime Fund. **Orders must be placed by each Wednesday at 12:00 p.m. PT.**

California CLASS TERM SERIES II INDICATIVE RATES

As of July 27, 2026

Months to Maturity	Days to Maturity	Date*	Net Indicative Rate (365 Basis)
2	60	9/26/2026	3.77%
3	90	10/26/2026	3.82%
4	120	11/25/2026	3.89%
5	150	12/25/2026	3.95%
6	180	1/24/2027	3.98%
7	210	2/23/2027	3.99%

8	240	3/25/2027	4.03%
9	270	4/23/2027	4.06%
10	300	5/24/2027	4.14%
11	330	6/23/2027	4.18%
12	365	7/28/2027	4.22%

***A range of additional terms is available for each month, with maturities that can be tailored to meet your specific needs. Rates for maturities longer than 270 days are provided for indicative purposes only. Please contact a member of the team for customized offerings.**

**CALL (800) 343-7084 OR EMAIL
FRI@CALIFORNIACCLASS.COM FOR CUSTOMIZED SOLUTIONS**

Term Series II (TS II) investments are funded through the existing California CLASS subaccount of your choosing, giving you additional visibility into your investment reporting. Other features include:

- Rated AA+ by Fitch Ratings
- Minimum investment of \$1,000,000 per term
- Competitive, fixed rate of return
- Customized redemption date selected by you!

DOWNLOAD INFORMATION STATEMENT

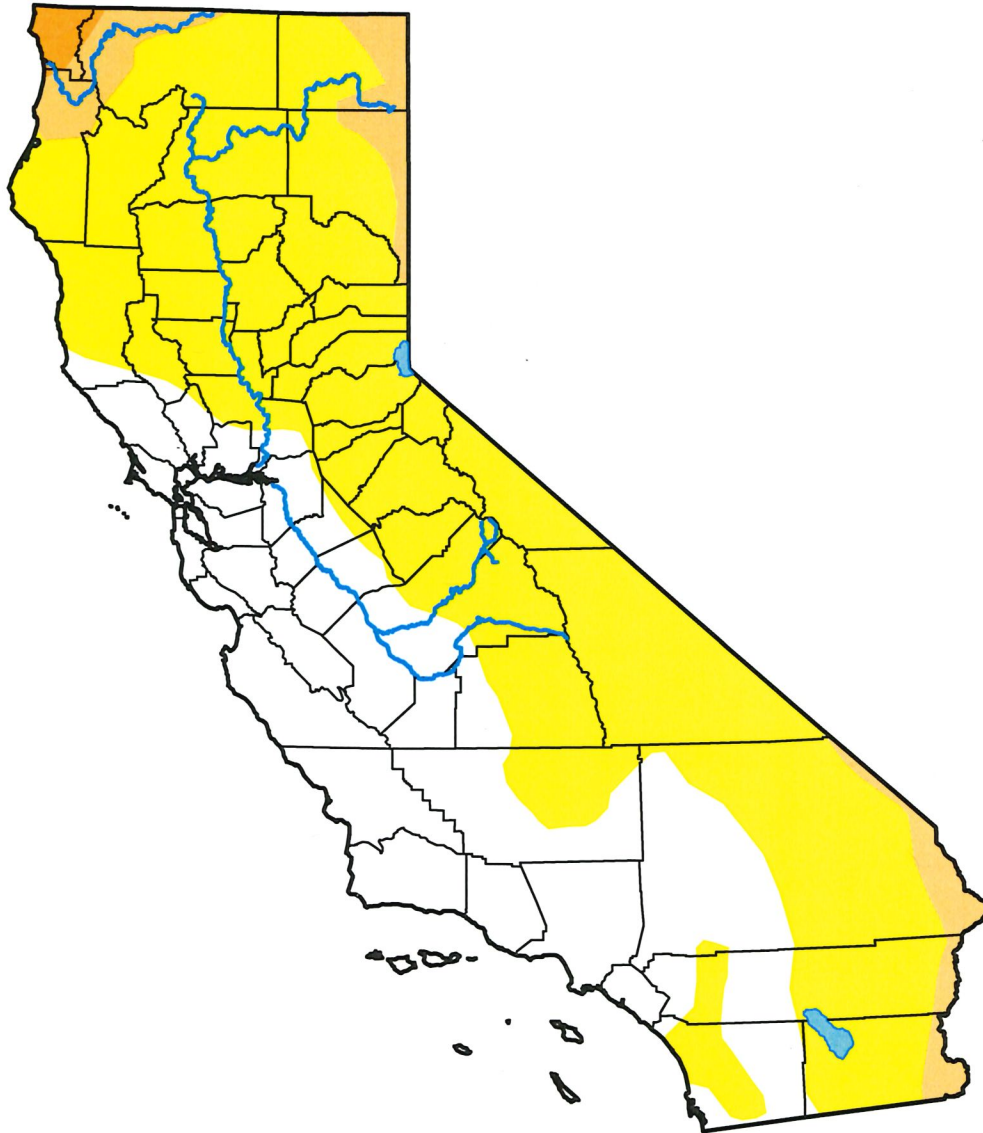
EXPLORE YOUR INVESTMENT OPTIONS

Prime
7-Day Yield
3.71%

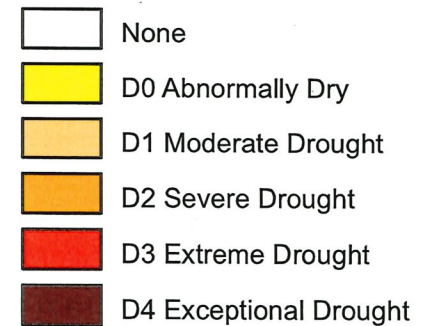
Enhanced Cash
7-Day Yield
3.82%

U.S. Drought Monitor California

July 28, 2026
(Released Thursday, Jul. 30, 2026)
Valid 8 a.m. EDT



Intensity:



The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

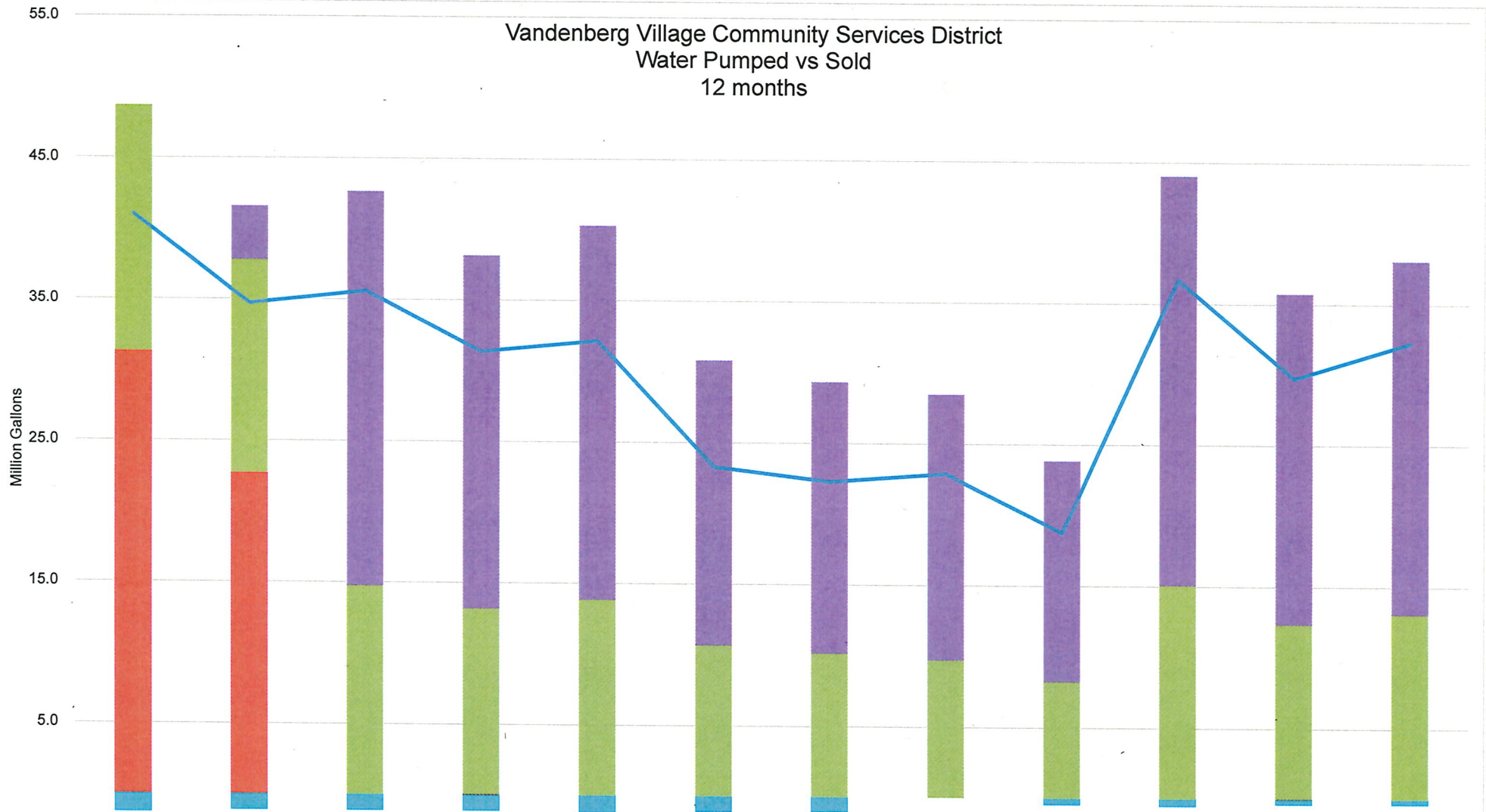
Author:

David Simeral
DRI/WRCC



droughtmonitor.unl.edu

Vandenberg Village Community Services District Water Pumped vs Sold 12 months



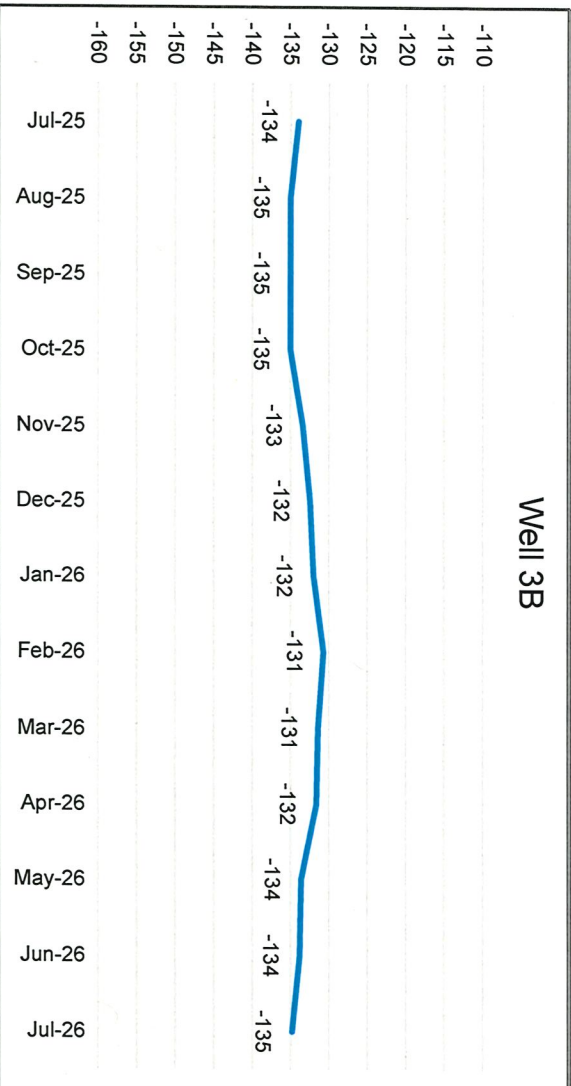
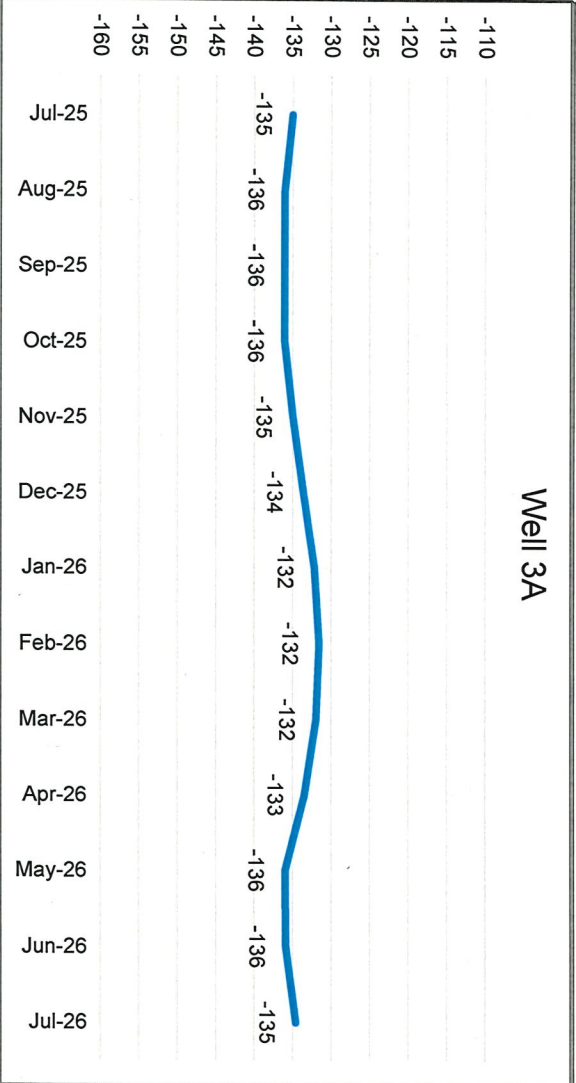
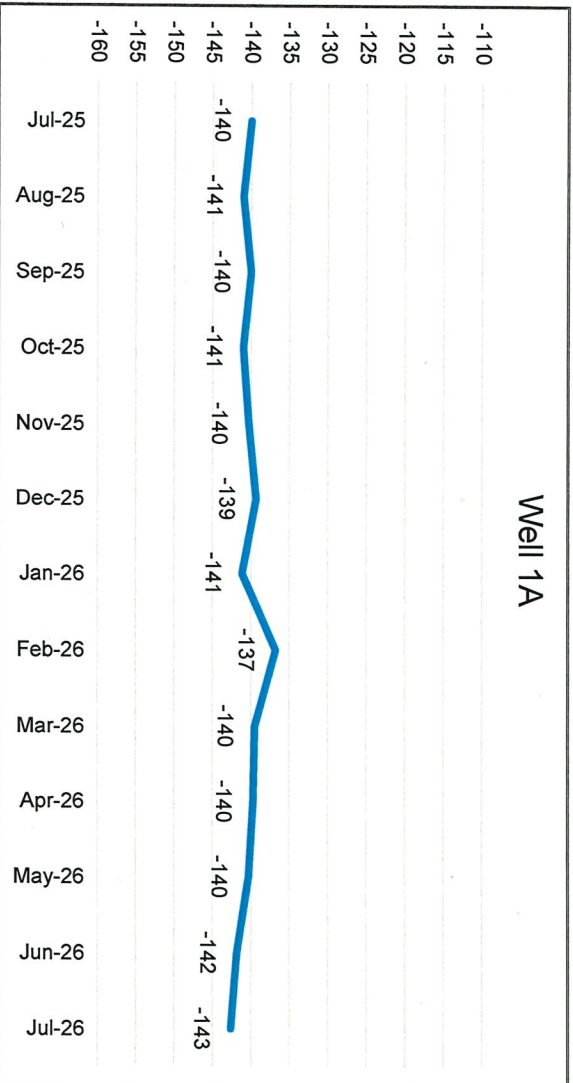
(5.0)

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
Filter Loss	(1.3)	(1.1)	(1.1)	(1.1)	(1.2)	(1.1)	(1.1)	0.0	(0.5)	(0.5)	(0.4)	(0.3)
Well 3A	0.0	3.8	27.9	25.0	26.5	20.2	19.2	18.8	15.6	29.0	23.4	25.0
Well 3B	17.4	15.1	14.7	13.1	13.8	10.7	10.1	9.7	8.2	15.1	12.3	13.1
Well 1B	31.3	22.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.1	0.0
Total Sold	41.0	34.7	35.6	31.4	32.1	23.3	22.3	22.9	18.8	36.7	29.7	32.3

Vanderberg Village Community Services District

Well Soundings

12 months



VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT PG&E PRODUCTION COSTS													
WATER PRODUCTION (MG)													
Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total MG	Total AF
WELL 1B	29,730	7,526	0.000	0.039	0.000	0.000	0.000	0.000	0.000	0.061	0.000	37,356	114,649
WELL 3B	16,931	16,662	14,104	10,529	10,809	9,295	8,325	12,560	12,892	14,287	14,953	154,304	473,574
WELL 3A	0.000	23,248	26,817	24,798	20,577	17,895	15,911	24,204	24,686	27,362	28,891	254,383	780,725
	46,661	47,436	40,921	37,794	31,386	27,190	24,236	36,764	37,578	41,710	43,844	446,043	1,368,948
PG&E COSTS													
Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total	Total \$ per AF
WELL 1B	\$34,228.04	\$44,914.89	\$34,598.40	\$22,797.52	\$16,192.48	\$17,483.06	\$15,104.83	\$18,139.46	\$18,179.39	\$20,841.88	\$29,667.45	\$288,363.10	
WELL 3B	\$7,636.18	\$4,581.75	\$4,640.74	\$4,269.83	\$4,313.87	\$4,701.96	\$4,274.79	\$4,655.28	\$4,659.04	\$4,951.27	\$7,341.73	\$63,732.92	
WELL 3A	\$3,438.91	\$7,463.82	\$17,384.06	\$6,770.91	\$6,854.03	\$7,521.14	\$6,817.00	\$7,497.54	\$7,470.93	\$7,955.95	\$12,000.94	\$81,561.27	
STATION 4	\$56.38	\$68.06	\$40.29	\$294.34	\$45.96	\$261.62	\$1,021.85	\$1,191.78	\$1,137.26	\$1,246.08	\$90.31	\$5,489.77	
STATION 5	\$2,966.66	\$2,852.98	\$1,820.24	\$1,874.50	\$2,051.39	\$1,899.93	\$68.42	\$40.14	\$70.12	\$72.66	\$2,755.04	\$18,611.07	
	\$48,326.17	\$55,908.45	\$48,504.50	\$36,991.16	\$29,330.57	\$31,867.71	\$27,286.89	\$31,534.20	\$31,516.74	\$35,067.84	\$51,855.47	\$457,758.13	\$334.39
Prior Year	\$22,202.35	\$22,163.75	\$22,781.13	\$21,221.65	\$15,560.11	\$13,510.03	\$9,941.80	\$9,467.37	\$11,064.40	\$17,871.97	\$22,735.22	\$195,718.55	\$309.33
Current Year	\$48,326.17	\$55,908.45	\$48,504.50	\$36,991.16	\$29,330.57	\$31,867.71	\$27,286.89	\$31,534.20	\$31,516.74	\$35,067.84	\$51,855.47	\$457,758.13	\$334.39
Variance	117.66%	152.25%	112.92%	74.31%	88.50%	118.86%	279.05%	233.08%	184.85%	96.22%	128.08%	133.89%	8.10%
COST PER ACRE FOOT													
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Average	
Prior Year	\$257.84	\$275.68	\$444.68	\$330.61	\$354.94	\$307.74	\$434.80	\$369.26	\$266.51	\$184.96	\$243.14	\$317.00	
Current Year	\$337.46	\$384.02	\$386.21	\$318.91	\$306.96	\$381.88	\$366.85	\$279.48	\$273.27	\$273.94	\$385.37	\$333.95	
Variance	30.88%	39.30%	(13.15%)	(3.54%)	(11.79%)	24.09%	(15.63%)	(24.31%)	2.54%	48.11%	58.49%	5.35%	
PG&E kWh													
Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total	Average
WELL 1B	108,925,000	121,481,000	98,469,744	71,518,528	58,429,216	50,303,576	43,898,736	69,868,472	71,204,952	80,078,032	84,846,528	918,373,808	76,531,151
WELL 3B	20,880,011	20,590,209	12,607,835	17,421,372	14,080,018	12,656,609	11,037,807	16,745,309	16,892,299	18,977,999	19,909,963	196,143,924	16,345,327
WELL 3A	67,440	34,160	20,823,720	28,524,320	22,867,280	20,988,720	18,133,200	27,927,520	27,882,081	31,327,120	33,190,240	255,151,321	21,262,610
STATION 4	63,492	68,461	51,446	708,737	56,103	554,067	2,433,274	3,168,050	2,931,111	3,214,298	144,038	13,446,789	1,120,566
STATION 5	6,680,302	6,416,208	4,092,524	4,623,413	5,066,497	4,200,549	105,682	126,491	112,765	117,008	6,256,445	43,081,229	3,590,102
	136,616,245	148,590,038	136,045,269	122,796,370	100,499,114	88,673,520	75,608,699	117,835,842	119,023,207	133,714,457	144,347,213	1,426,197,070	118,849,756
Prior Year	103,738,333	146,854,542	184,524,899	137,186,897	126,371,640	99,782,791	101,491,034	87,789,481	92,143,579	111,867,410	126,168,197	1,426,390,477	118,865,873
Current Year	136,616,245	148,590,038	136,045,269	122,796,370	100,499,114	88,673,520	75,608,699	117,835,842	119,023,207	133,714,457	144,347,213	1,426,197,070	118,849,756
Variance	31.69%	1.18%	(26.27%)	(10.49%)	(20.47%)	(11.13%)	(25.50%)	34.23%	29.17%	19.53%	14.41%	(0.01%)	(0.01%)

Voting receipt - CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD
OF DIRECTORS TERM 2027-2029 SEAT C

Voting receipt:

HNQ3

Time of vote:

2026-07-10 09:04:13

America/Los_Angeles

IP address:

CSDA Board of Directors Election Ballot - Term 2027 - 2029; Seat C - Coastal
Network

Please vote for your choice

Vincent Ferrante, Commissioner, Moss
Landing Harbor District (Incumbent)