

# VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

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



*"Pride in Community Service"*

<http://vvcasd.org>

[info@vvcasd.org](mailto:info@vvcasd.org)

## REGULAR MEETING

Tuesday, April 5, 2022

7:00 p.m.

## AGENDA

**Pursuant to AB 361, Directors may participate in this meeting via teleconference. The public can only participate via teleconference. The VVCSD meeting room will not be open.**

**To access the meeting via telephone please dial: 1-669-900-9128**

**and/or via the Web at: <http://join.zoom.us>**

**Meeting ID: 837 8471 3866**

**Password: 429538**

**The District encourages members of the public to provide written comments in advance to Board Secretary Stephanie Garner, [sgarner@vvcasd.org](mailto:sgarner@vvcasd.org), by Monday, April 4, at 5:00 p.m.**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL: Directors Brooks, Bumpass, Gonzales, Redmon, 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. OPERATIONS REPORT

6. ADMINISTRATION REPORT

7. CONSENT CALENDAR

A. Minutes of the Regular Meeting on March 1, 2022..... page 1

B. Treasurer Report

(1) Monthly Financials ..... page 7

(2) Disbursements through March 31, 2022 ..... page 19

C. **Remote Teleconference Meetings:** Find that (1) the Board has reconsidered the circumstances of the State of Emergency proclaimed by the Governor due to the threat of COVID-19, (2) the State of Emergency continues to directly impact the ability of its members to meet safely in person, and (3) state or local officials continue to impose or recommend measures to promote social distancing. Continue conducting Board meetings by remote teleconference as allowed by Assembly Bill (AB) 361.

8. ACTION ITEMS

A. **Capital Budget [Public Hearing]:** Consider adopting the FY 2022-23 Capital Budget for the Water and Wastewater Funds ..... page 27

B. **Operating Budget [Public Hearing]:** Consider adopting the FY 2022-23 Operating Budget for the Water and Wastewater Funds; and Administrative Overhead Fees ..... page 35

9. REPORTS

A. Committees

B. District Representatives to External Agencies

C. Board President

D. General Manager

10. INFORMATIONAL CORRESPONDENCE

- A. US Drought Monitor: California, March 29, 2022 ..... page 47
- B. ACWA JPIA letter, \$10,000 Risk Control Grant, dated March 22, 2022  
..... page 49
- C. Public Water System Statistics Calendar Year 2021 ..... page 51

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

12. ADJOURN

*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 §54954.2 of the Government Code of the State of California.*

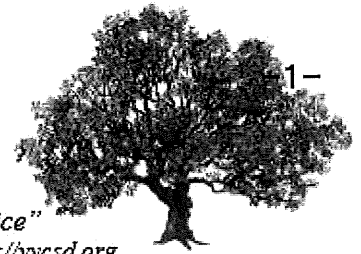
*If you need reasonable accommodations due to a disability, please contact the Board Secretary 24 hours prior to the meeting at (805) 733-2475.*

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

*Board package is available at the Vandenberg Village Public Library and on the District's website at <http://www.vvcasd.org>.*

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## MINUTES Regular Meeting

March 1, 2022

### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:00 p.m. by President Brooks who led the Pledge of Allegiance.

2. ROLL CALL: Directors Brooks, Bumpass, Gonzales, Redmon, and Stassi participated via Zoom video conference.

### OTHERS PRESENT

General Manager Joe Barget, Operations & Maintenance (O&M) Manager Mike Garner, Administrative Services (AS) Manager Cynthia Allen, Board Secretary Stephanie Garner, and resident Steve Heuring participated via Zoom video conference.

### 3. ADDITIONS AND DELETIONS TO THE AGENDA

There were none.

### 4. PUBLIC FORUM

President Brooks invited public comments and there were none.

### 5. OPERATIONS REPORT

O&M Manager Garner reported the District pumped 26.9 million gallons of water for February with an average daily demand of 959,070 gallons. This is 5 percent less than last year. Vandenberg Village only received 0.1 inches of rain in February.

The Well levels (below ground surface) for February were 1B-142', 3A-offline, and 3B-138'.

The new valve truck was delivered on February 7 and the field crew received training from Pres Tech.

Fisher Pump is repairing Well 3A and Homestar Construction is installing new roofs and rain gutters on buildings at Well Sites #1 and #3.

A car accident at 5:30 a.m. on February 22 on Highway 1 caused a power outage. The south side of the village was out until 8:30 a.m. and Well Sites #1 and #3 were restored at 9:30 p.m. The field crew started the generator at 2:00 p.m. to keep the tanks full.

A commemorative bronze plaque was installed at the Club House Road entrance to recognize volunteers for their beautification work. Village resident Chuck Klein recently volunteered, and the General Manager permitted him, to maintain the area starting January 2022.

The field crew had one polybutylene service line replacement and a copper service line repair in February. No sanitary sewer overflows to report.

To conclude his report, O&M Manager Garner said the District hired a new Utility Service Person I who will start on March 14.

## 6. ADMINISTRATION REPORT

AS Manager Allen reported 40 customers are 60 or more days delinquent for a total of \$17,000. Thirteen have past due balances of more than \$500. Thirty-one are on payment plans and may not be subject to discontinuance of service.

AS Manager Allen applied to the State Water Board for the Wastewater COVID Arrearages Payment Program. Twenty-one customers are eligible for a total of about \$5,000.

The California Department of Community Services & Development will offer a program this summer to assist low-income households with water bills. The Low-Income Household Water Assistance Program is federally

funded and will provide a one-time benefit of up to \$2,000 for current and past-due water and wastewater bills. The customer applies for the grant and the program will pay the district directly. Once the application is available, we will encourage our past-due customers to apply. If you want more information, please visit <https://csd.ca.gov>.

In January, AJ Rea resigned and staff interviewed candidates for a Utility Service Person I on February 9. The two finalists were invited for a second interview and tour of the shop. On February 23, the selected candidate accepted our job offer and will start on March 14 provided he complies with the District pre-employment conditions.

## 7. CONSENT CALENDAR

A. Minutes from the Regular Meeting on January 4, 2022

B. Treasurer Report

1) Financial Statements

2) Disbursements through January 31, 2022

**Motion by Director Redmon, seconded by Director Bumpass to accept the January 4 minutes and treasurer report.**

### Roll Call:

**Ayes: Directors Brooks, Bumpass, Gonzales, Redmon, and Stassi**

**Noes: None**

**Abstain: None**

**Absent: None**

C. Remote Teleconference Meetings

There was a lot of discussion among the Directors about continuing to have the board meetings via Zoom video conference.

**Motion by Director Redmon, seconded by Director Gonzales to continue with the remote teleconference meetings for another month.**

**Roll Call:**

**Ayes:** Directors Brooks, Bumpass, Gonzales, Redmon, and Stassi

**Noes:** None

**Abstain:** None

**Absent:** None

8. ACTION ITEMS

No Action Items.

9. REPORTS

A. Committees

The Legal/Personal committee met, and will be discussing their recommendations during the closed session.

Directors Brooks and Stassi attended the Groundwater Sustainability Agency (GSA) meeting for the Western Management Area of the Santa Ynez River Valley Groundwater Basin on February 23.

B. District Representatives to External Agencies

Nothing to report.

C. President

President Brooks had nothing further.

D. General Manager

With the adoption of three Groundwater Sustainability Plans (GSPs) for the Santa Ynez River Valley Groundwater Basin in January, efforts have shifted from developing plans to implementing them. Staff and attorneys from the eight public agencies in the basin are exploring options for future governance. Each GSA was formed and currently operates under a memorandum of agreement (MOA); however, they could form a more formal, joint powers agency (JPA). California Water

Code § 10723.6 allows either a JPA or MOA. Two possible “JPA” scenarios are: (1) three JPAs, one for each management area, and (2) a single, umbrella JPA for the entire basin. A JPA is an agency of agencies but a separate legal entity. Three important issues which are common to all JPAs are voting, funding, and powers.

#### 10. INFORMATIONAL CORRESPONDENCE

- A. CPI for Urban Wage Earners and Clerical Workers, West, B/C
- B. Independent Special Districts Selection Committee Official Ballot
- C. Completed Work Plan, Club House Road Entrance Beautification
- D. US Drought Monitor: California, January 25, 2022

#### 11. DIRECTORS FORUM

Director Gonzales said he recently went to the District’s shop and complimented the crew for the new valve truck and dump truck. Very good equipment.

Director Stassi said he will be attending the Special District Leadership Academy in San Diego from April 3-6.

#### 12. CLOSED SESSION

The Board convened in closed session at 8:03 p.m.

#### 13. OPEN SESSION

The Board reconvened for an open session at 8:37 p.m.

Motion by Director Gonzales, seconded by Director Bumpass to (1) Include a 5.5 percent cost of living salary increase in the FY 2022-23 Budget for all employees, including the General Manager, effective July 1, 2022, based on the change in the CPI-W, West B/C annual average for 2021, (2) Extend the General Manager employment agreement until August 16, 2023, and (3) Approve the General Manager goals and objectives.



**Roll Call:**

**Ayes:** Directors Brooks, Bumpass, Gonzales, Redmon, and Stassi

**Noes:** None

**Abstain:** None

**Absent:** None

14. ADJOURN

**President Brooks declared the meeting adjourned at 8:40 p.m.**

**Attest:**

**Signed:**

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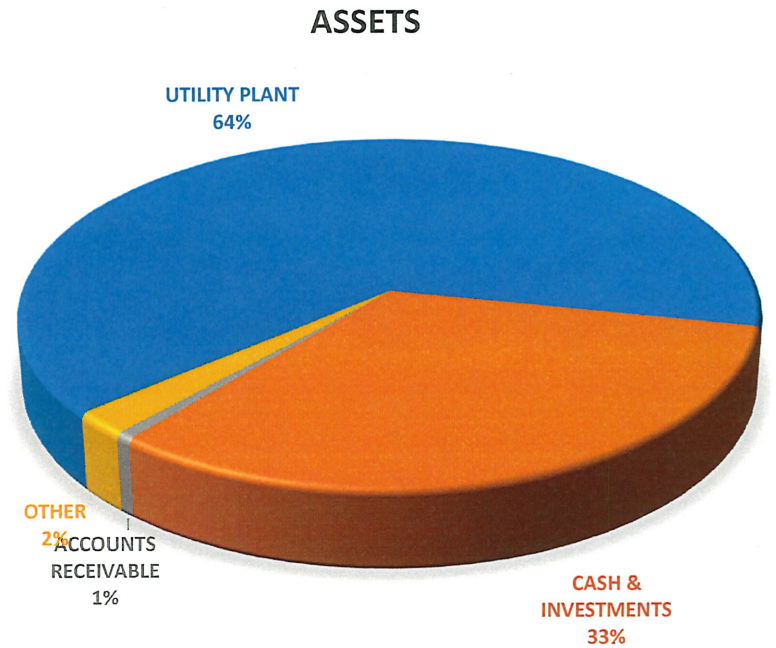
**Stephanie Garner**  
**Secretary, Board of Directors**

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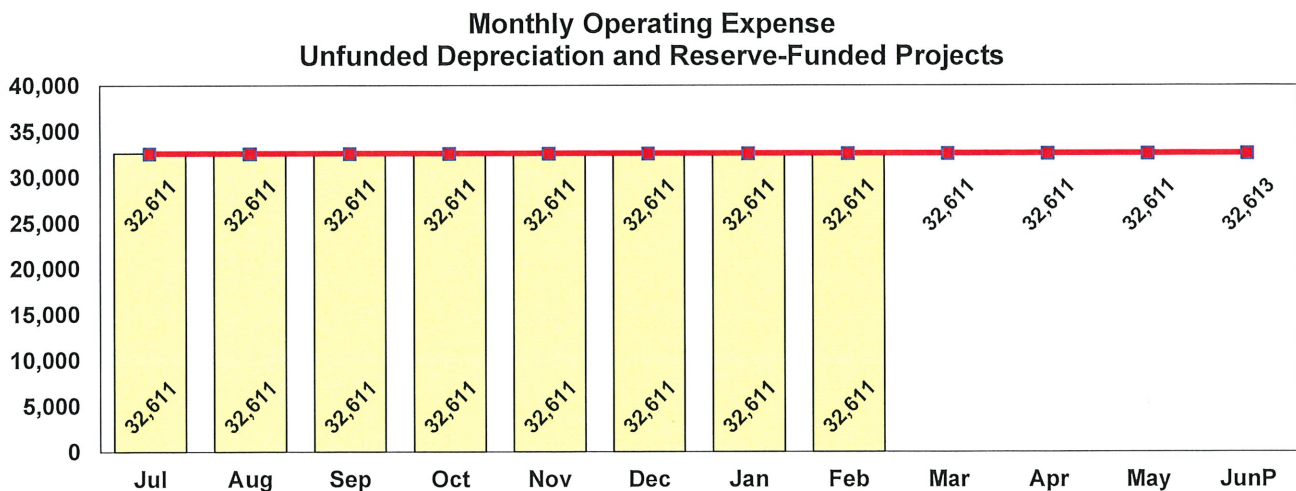
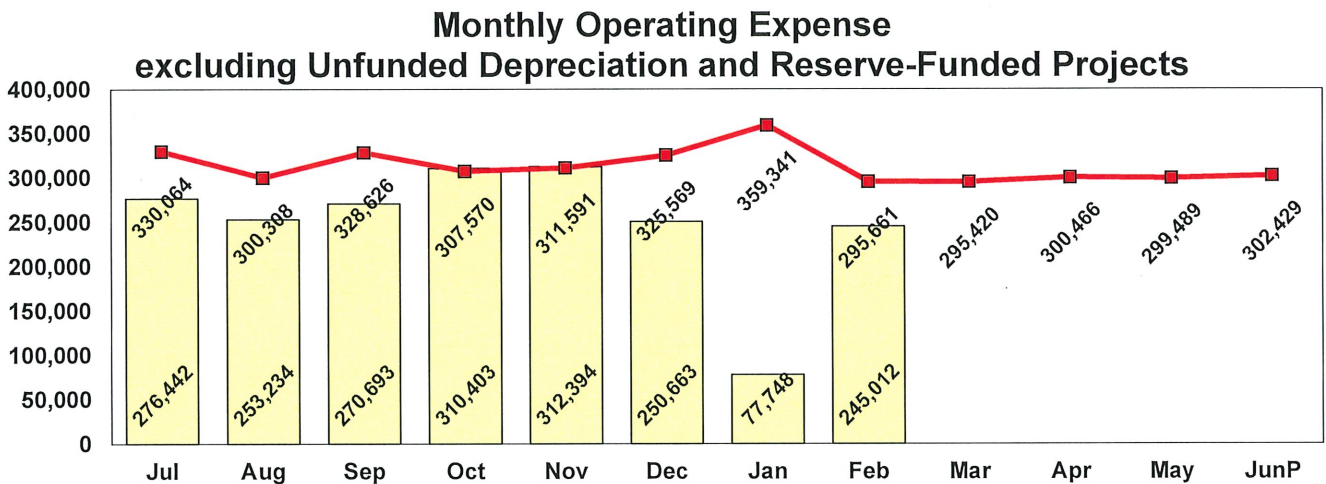
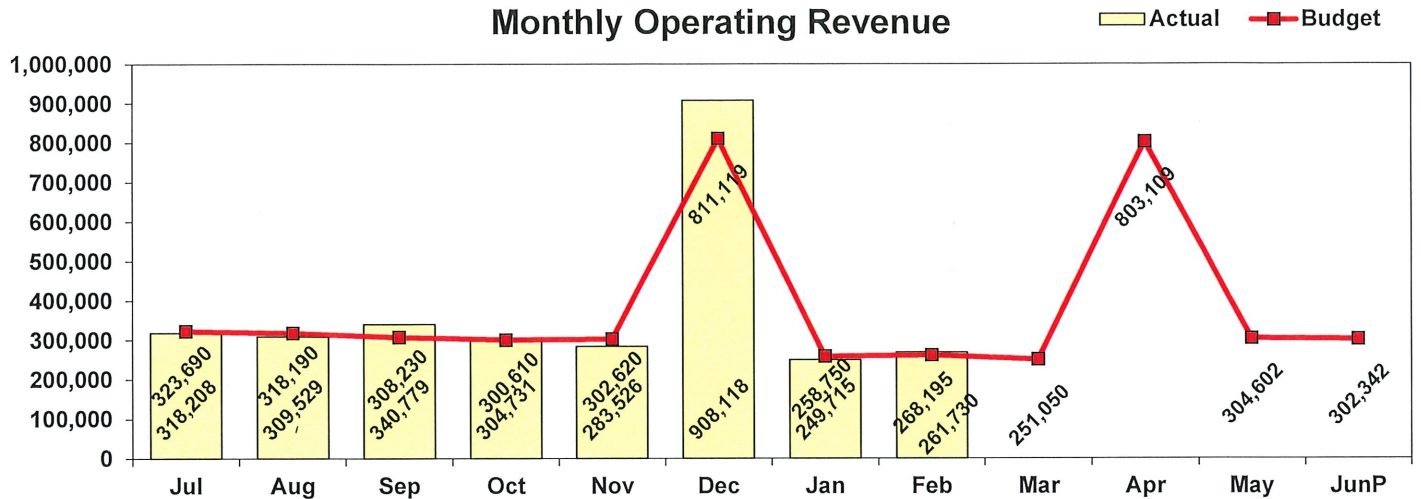
**Christopher Brooks**  
**President, Board of Directors**

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT  
 Combined Balance Sheet  
 As of February 28, 2022

	2022 FYTD	FYE 2021	CHANGE
<b>ASSETS</b>			
UTILITY PLANT	\$22,837,884	\$23,011,947	(\$174,063)
CASH & INVESTMENTS	12,477,650	11,668,697	808,953
ACCOUNTS RECEIVABLE	209,951	275,089	(65,138)
OTHER	783,109	797,258	(14,149)
<b>TOTAL ASSETS</b>	<b>\$36,308,594</b>	<b>\$35,752,991</b>	<b>\$555,603</b>
<b>DEFERRED OUTFLOWS OF RESOURCES-PENSIONS</b>	<b>\$403,863</b>	<b>\$403,863</b>	<b>\$0</b>
<b>TOTAL ASSETS &amp; DEFERRED OUTFLOWS</b>	<b>\$36,712,457</b>	<b>\$36,156,854</b>	<b>\$555,603</b>
<b>LIABILITIES</b>			
CURRENT LIABILITIES	\$475,794	\$610,677	(\$134,883)
UNEARNED REVENUE	139,485	139,485	0
LONG TERM DEBT- LRWRP UPGRADE PROJECT	5,478,897	5,478,897	0
NET PENSION LIABILITY	1,502,320	1,502,320	0
<b>TOTAL LIABILITIES</b>	<b>\$7,596,496</b>	<b>\$7,731,379</b>	<b>(\$134,883)</b>
<b>DEFERRED INFLOWS OF RESOURCES-PENSIONS</b>	<b>\$37,277</b>	<b>\$37,277</b>	<b>\$0</b>
<b>EQUITY</b>			
CONTRIBUTED CAPITAL	\$5,978,472	\$6,110,084	(\$131,612)
EQUITY	22,409,726	21,604,475	805,251
CURRENT EARNINGS	690,486	673,639	16,847
<b>TOTAL EQUITY</b>	<b>\$29,078,684</b>	<b>\$28,388,198</b>	<b>\$690,486</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS &amp; EQUITY</b>	<b>\$36,712,457</b>	<b>\$36,156,854</b>	<b>\$555,603</b>



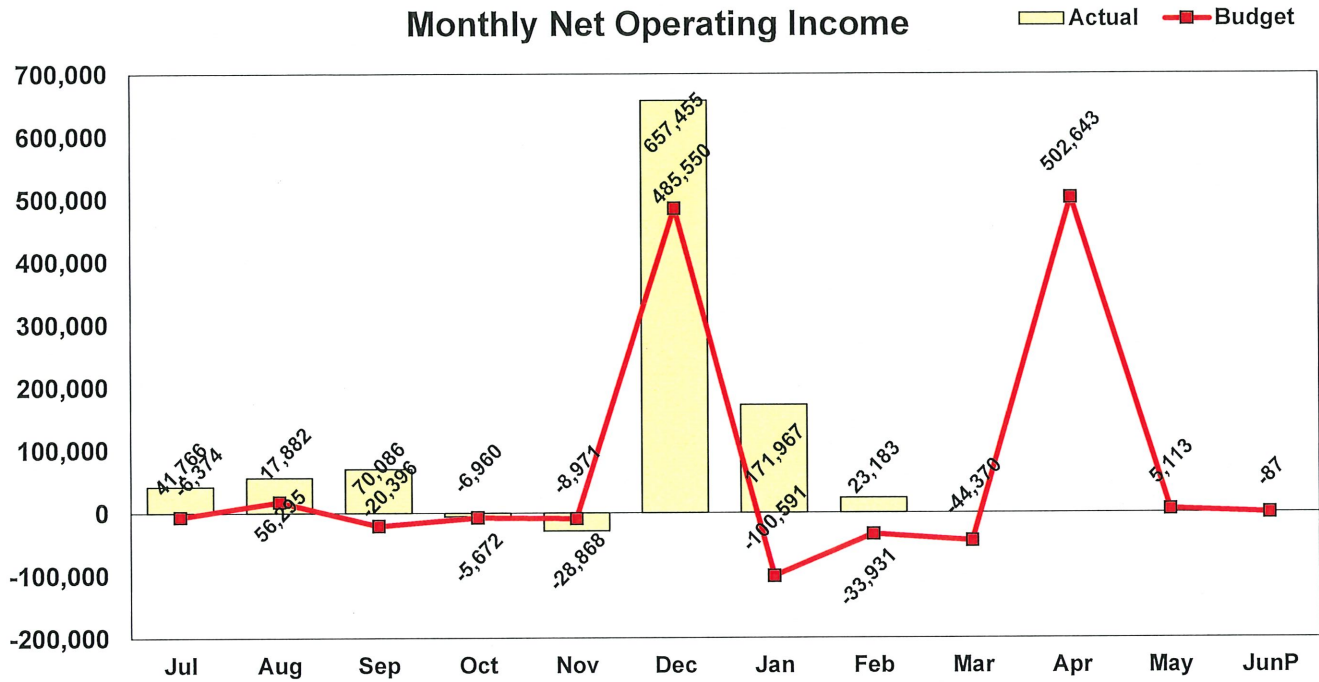
## Operating Revenue and Expenses Vandenberg Village Community Services District July 1, 2021 to June 30, 2022



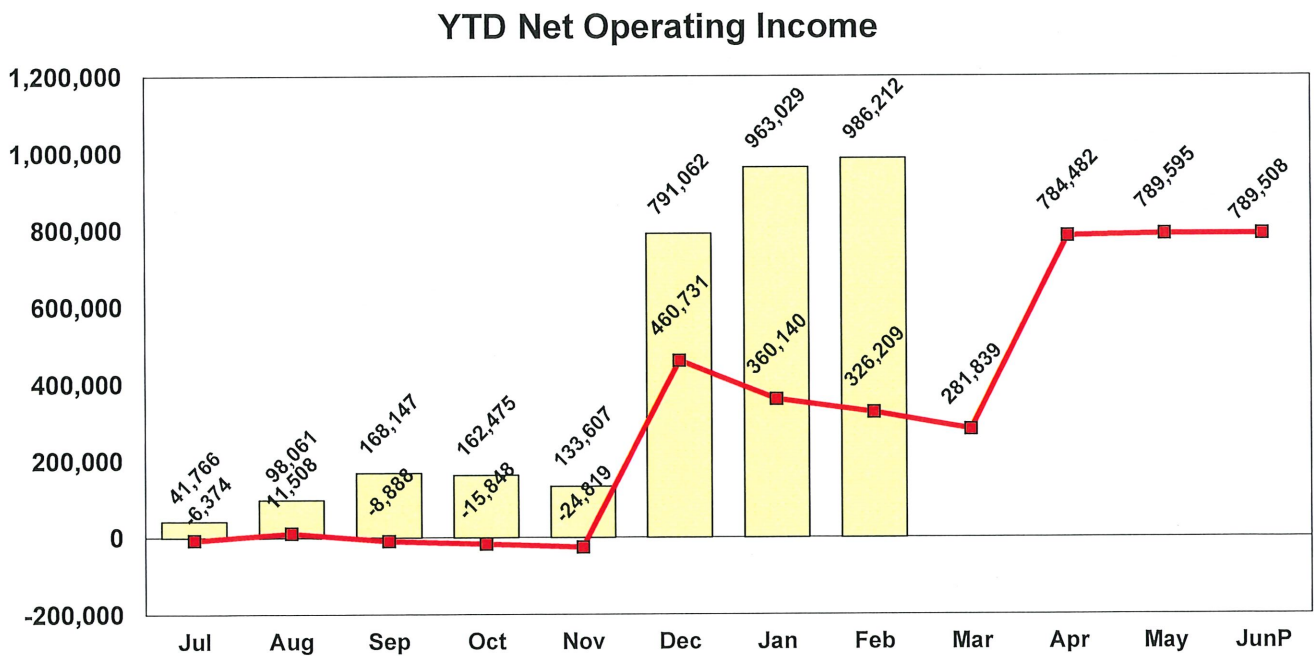
## Operating Income

### Vandenberg Village Community Services District

July 1, 2021 to June 30, 2022



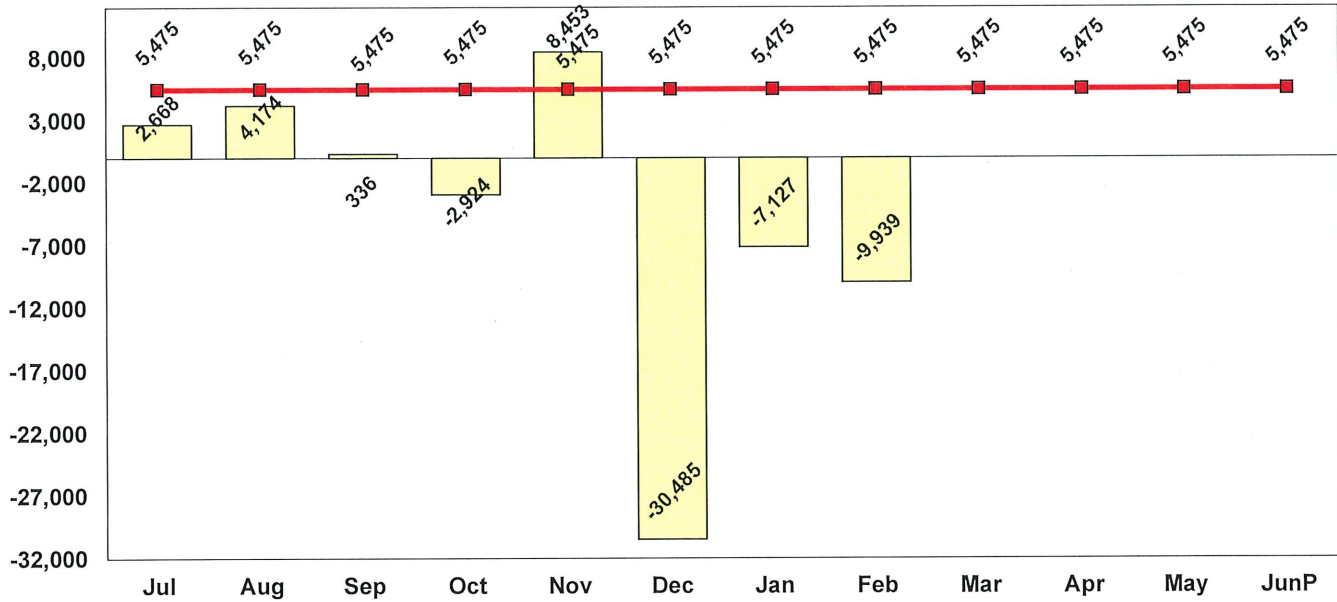
Note: The LRWRP Upgrade Charge revenue is deposited by Santa Barbara County in December, April and May



## Non-Operating Income Vandenberg Village Community Services District July 1, 2021 to June 30, 2022

### Monthly Net Non-Operating Income

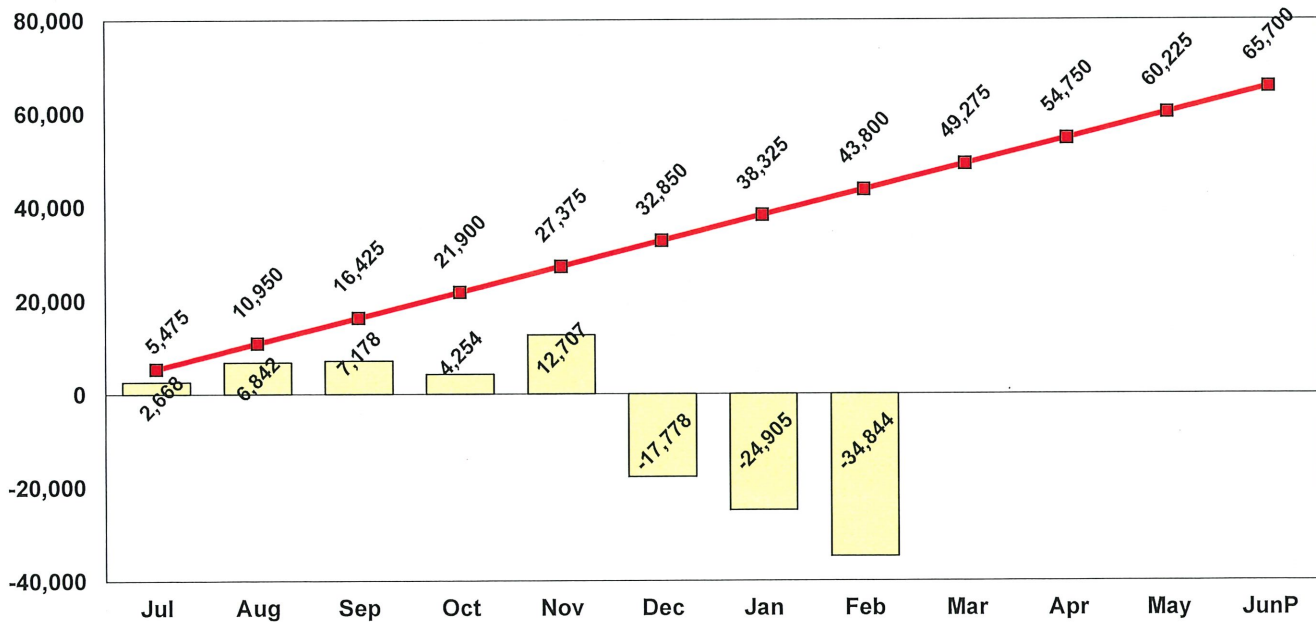
Actual Budget



Sept.'21, Dec'21 - Fair Market Value adjustment.

Oct'21, Jan'22, Feb'22 - Asset Retirement

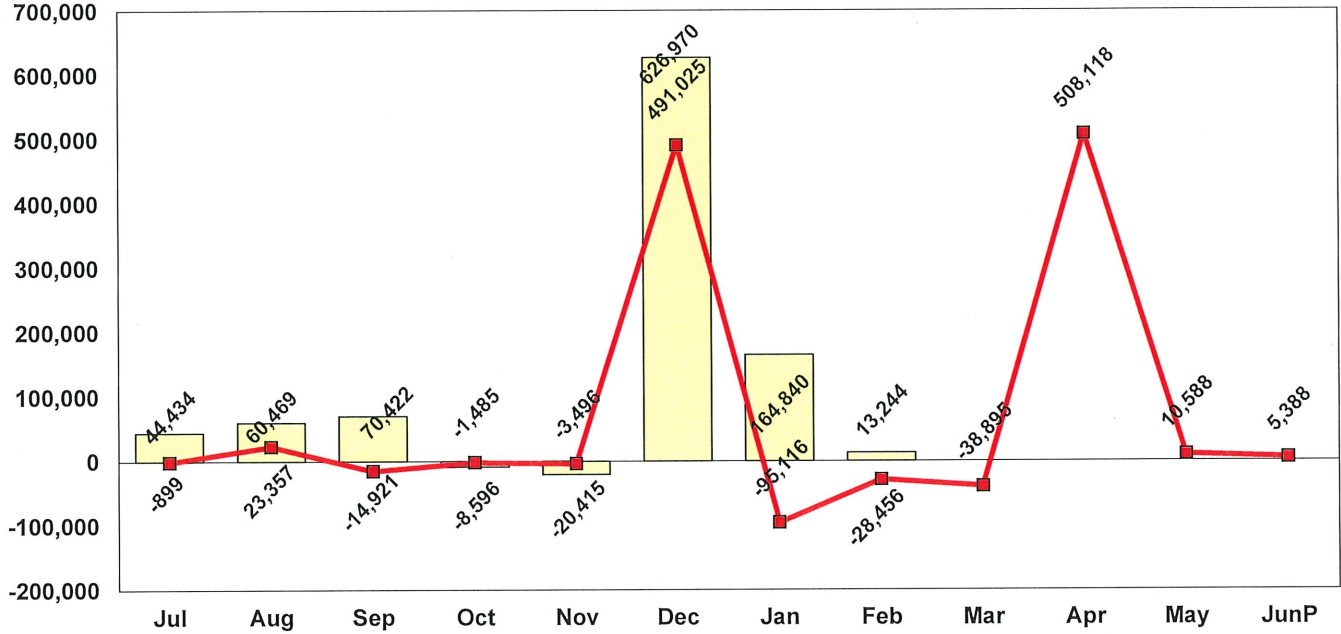
### YTD Net Non-Operating Income



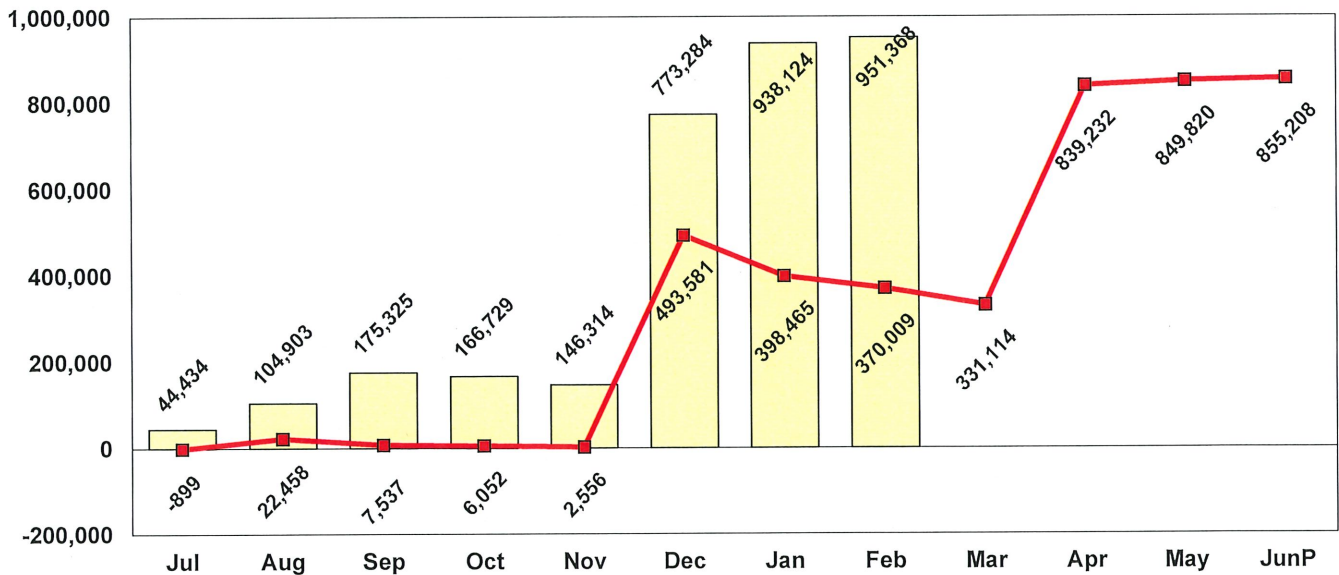
Change in Net Assets  
 Vandenberg Village Community Services District  
 July 1, 2021 to June 30, 2022

Monthly Change in Net Assets

Actual Budget



YTD Change in Net Assets



Statement of Cash Flow  
Vandenberg Village Community Services District  
For the Period from July 1, 2021 to February 28, 2022

	Water Fund	WW Fund	
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Cash received from customers and users	\$ 1,308,682	\$ 1,726,796	
Cash payments for goods and services	(830,401)	(453,045)	
Cash payments to employees	(347,087)	(189,946)	
Net Cash Provided by Operating Activities			\$ 1,214,998
<b>CASH FLOWS FROM CAPITAL &amp; RELATED FINANCING ACTIVITIES</b>			
Sale of capital assets	8,822	2,413	
Purchase of capital assets	(256,869)	(155,487)	
Net Cash Used - Capital & Related Financing Activities			(401,123)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Investment income	3,696	(8,619)	
Net Cash Provided by Investing Activities			(4,923)
Net Increase (Decrease) in Cash & Cash Equivalents			808,952
Cash and cash equivalents, beginning of year			11,668,699
Cash and cash equivalents, year-to-date			\$ 12,477,651
<b>Reconciliation to the Statement of Net Assets:</b>			
Cash on hand	400		\$ 400
Cash and short term investments	2,791,853	9,685,398	12,477,251
			\$ 12,477,651
<b>Reconciliation of Operating Income to Net Cash Provided by Operating Activities</b>			
Operating Income	\$ 49,088	\$ 676,243	
Adjustments to reconcile operating income to net cash provided by operating activities			
Depreciation	\$ 130,452	\$ 422,338	
<b>Change in operating assets and liabilities:</b>			
(Increase) decrease in accounts receivable	65,212	(7,601)	
(Increase) decrease in prepaid items	14,149	-	
Increase (decrease) in accounts payable	(57,394)	1,451	
Increase (decrease) in accrued payroll	(20,491)	(8,628)	
Increase (decrease) in customer deposits	(4,935)		
Increase (decrease) in compensated absences	(44,888)		
Net Cash Provided by Operating Activities	\$ 131,194	\$ 1,083,804	\$ 1,214,998

# VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

Disbursement # 04-22 From 3/1/2022 To 3/31/2022  
 Board Meeting Date 4/5/2022 Item: 7B.2

Accounts Payable Amount \$187,377.93

Check Numbers 28124-28187

Void Checks none

Electronic Vendor Payment Amount \$2,877.42

Confirmation Numbers 90948, 30086, 30216, 172022, 301697

A/P Hand Check Amount \_\_\_\_\_

Check Numbers \_\_\_\_\_

Payroll Amount \$75,988.00

Check Numbers electronically transferred

Wire Transfers \$1,000,000.00

Wire Numbers electronically transferred to SBC Fund and LAIF

## Disbursements/Investments

A/P Checks	187,377.93
Electronic Vendor Payments	2,877.42
A/P Hand Checks	0.00
Payroll	75,988.00
Investments	<u>1,000,000.00</u>
<b>TOTAL</b>	<b><u><u>\$1,266,243.35</u></u></b>



REPORT.: Mar 31 22 Thursday  
 RUN....: Mar 31 22 Time: 10:13  
 Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD  
 Cash Disbursement Detail Report  
 Check Listing for 03-22 thru 03-22 Bank Account.: 13100

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
028124	03/03/22	/K001	MARK KUWAYAMA	50.00	C20303	RETROFIT REIMB-1 IRRIGATION CONTOLLER-KUW0001
028125	03/03/22	ACW03	ACWA JOINT POWERS INSURAN	10124.99	0683031	GROUP MEDICAL,DENTAL,VISION,LIFE,EAP 4/22
028126	03/03/22	ALT01	ALTHOUSE AND MEADE, INC.	700.00	13346	NEW WELL SITE-BIOLOGICAL ASSESSMENT 1/22
028127	03/03/22	AMA01	AMAZON CAPITAL SERVICES	138.52	CKTM-PJMN	PHONE HANDSET,CORDS,MG/RS NAMEPLATES,USB-VALVE TRK
028128	03/03/22	ARA01	ARAMARK UNIFORM SERV.INC.	162.44	401283	SHOP TOWELS 2/24/22
028129	03/03/22	BAN03	BANK OF AMERICA	52.35	54240222	LEAK HANGERS (QTY 750)
028130	03/03/22	CAL21	CALIFORNIA STATE LANDS CO	149.24	55004	LEASE #09621-BACK ACCESS ROAD 4/29/22-4/28/22
028131	03/03/22	CLS01	CLINICAL LABS OF SAN	242.00	985969	BACTERIA,IRON,MANGANESE,PHYSICAL TESTS 1/22
028132	03/03/22	COM03	COMCAST	335.95	10520222	INTERNET,BUS.CABLE,VOICE-OFFICE 2/20/22-3/19/22
028133	03/03/22	COR01	CORBIN WILLITS SYSTEM INC	769.14	C202151	SERVICE AND ENHANCEMENT FEE 5/22
028134	03/03/22	FRO01	FRONTIER	103.30 270.06	28850222 49050222	FRONTIER 733-2109 2/13/22-3/12/22 FRONTIER 733-3615/3975/SCADA 2/13/22-3/12/22
			Check Total.....:	373.36		
028135	03/03/22	HOM02	HOME DEPOT	333.46	10020222	PVC GLUE,TOOL BOX LINERS,HOSES,KNIFE,HAMMER,FUEL
028136	03/03/22	LOM01	CITY OF LOMPOC, FINANCE	40331.89	8184	WASTEWATER TREATMENT COSTS 1/22
028137	03/03/22	MIL01	MILLER LANDSCAPING AND MA	175.00	60649	OFFICE YARD MAINTENANCE 2/22
028138	03/03/22	PRE01	PRES TECH EQUIPMENT COMPA	3733.18 2757.76	496 501	SUB-METER GPS RECEIVER FOR VALVE TRUCK VALVE TRUCK FILTERS,SEALS,NOZZLES, SOCKET, VALVE
			Check Total.....:	6490.94		
028139	03/03/22	SOU01	SO.CALIFORNIA GAS CO.INC.	99.80 188.03	79000222 84180222	SO.CALIF GAS-WELL 1B 1/26/22-2/25/22 SO.CALIF GAS-OFFICE 1/26/22-2/25/22
			Check Total.....:	287.83		
028140	03/03/22	STA09	STAPLES CREDIT PLAN	627.32	640749779	WINDOW ENVELOPES(2500),REGULAR ENVELOPES(2500)
028141	03/03/22	UND01	UNDERGROUND SERVICE ALERT	31.45	220220770	USA TICKETS 2/22
028142	03/03/22	USA01	USA BLUE BOOK	1431.32	887863	HACH PH BUFFER,DPD4,DPD1,REAGENT
028143	03/03/22	USB02	U.S.BANK CORPORATE PAYMEN	1214.80	32560222	48-HR,AD-FB,INTERVIEW MEAL,VERIO BKUP,MANUALS,ADA

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VANDENBERG VILLAGE CSD  
 Cash Disbursement Detail Report  
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PAGE: 002  
 ID #: PY-DP  
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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
028144	03/03/22	VAL04	VALLEY ROCK READY MIX, IN	395.44	22-21467	SLURRY-PB REPLACE-128 LA COSTA LANE
028145	03/03/22	WES05	WESTERN EXTERMINATOR CO.	74.85	1353605	GOPHER CONTROL SERVICE 2/22
028146	03/03/22	\C009	KATHERYN COPE	18.68	000C20201	CUSTOMER REFUND-COP0012-4449 SIRIUS AVE.
028147	03/03/22	\O001	BRITTANY N. OLSHOVE	77.49	000C20201	CUSTOMER REFUND-OLS0008-4039 SAGAN COURT
028148	03/17/22	AME02	AMERICAN INDUSTRIAL SUPPL	118.53 487.47	83802 83852	PARTS FOR SERVICE RPR,SEWER JETTER,VALVE OPERATOR HARD HAT,JACKET,RAIN GEAR,SAFETY VEST-BQ;JACKET-JC
			Check Total.....:	606.00		
028149	03/17/22	ARA01	ARAMARK UNIFORM SERV.INC.	192.15	411090	CONTINUOUS TOWELS,SHOP TOWELS 3/10/22
028150	03/17/22	CAR02	CARR'S BOOTS & WESTERN WE	166.38 184.86	12598 12630	SAFETY BOOTS-B.QUINLAN SAFETY BOOTS-J.COLE
			Check Total.....:	351.24		
028151	03/17/22	COV01	COVERALL MOUNTAIN & PACIF	391.00	553181203	JANITORIAL SERVICE 3/22
028152	03/17/22	DEL04	DELANTY, MATHEW D.	300.00 100.00 3864.97	202203041 202203042 202203043	TROUBLESHOOT SCADA COMMUNICATIONS FAILURE 12/10/21 REMOVE AR,ADD JL TO CLEARSCADA 2/16/22 TROUBLESHOOT L/S#3 PLC 2/21/22-3/4/22
			Check Total.....:	4264.97		
028153	03/17/22	HOM03	HOME STAR CONSTRUCTION	1800.00 3711.68	249 581	MOVE SITE#3 GEN.SHELTER TO SITE#1 HARBEN SHELTER FINAL PAYMENT-SITE#1/SITE#3 ROOF REPAIR-PO#1694
			Check Total.....:	5511.68		
028154	03/17/22	ICO01	ICONIX WATERWORKS INC.	341.33	216009881	SHOVELS,SS PROBE,HYDRANT WRENCHES,REDWOOD PLUGS
028155	03/17/22	INK01	INKLINGS PRINTING CO.	14.36	119540	PLANS FOR FLORADALE BRIDGE 2022.03.15
028156	03/17/22	IWA01	IWATER, INC.	2000.00	9323	INFRAMAP CLOUD SOFTWARE SUPPORT 6/22-5/23
028157	03/17/22	NAT01	NATIONAL GROUP TRUST	813.55	23940422	LONG-TERM DISABILITY 4/22
028158	03/17/22	OLI01	OLIN CORP - CHLOR ALKALI	4252.18	83467	3,974 GALS NaOCL
028159	03/17/22	PGE01	PACIFIC GAS & ELECT. INC.	23481.52	68720222	PGE CHARGES 1/14/22-2/14/22
028160	03/17/22	QUI03	QUINN COMPANY	310.60	21109401	RENT CHIPPER FOR VEGETATION MANAGEMENT
028161	03/17/22	RAY01	RAY MORGAN COMPANY	364.78	3641746	COPIER-CONTRACT USAGE 3/7/22-4/6/22;TONER FREIGHT

REPORT.: Mar 31 22 Thursday  
 RUN....: Mar 31 22 Time: 10:13  
 Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD  
 Cash Disbursement Detail Report  
 Check Listing for 03-22 thru 03-22 Bank Account.: 13100

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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
028162	03/17/22	SAN30	SANTA BARBARA COUNTY	471.48	58386	ANNUAL EMISSIONS FEE-SITE#3,L/S#1
028163	03/17/22	SMI04	SMITHS ALARMS & ELECTRONI	180.00	59217	SECURITY-SHOP,BOOSTER BLDG 4/22-6/22
028164	03/17/22	STA09	STAPLES CREDIT PLAN	678.46	62000322	TONER
028165	03/17/22	USA01	USA BLUE BOOK	33.00	899659	GLASS SAMPLE TUBES
028166	03/17/22	WAS01	WASTE MANAGEMENT CORPORAT	131.07	526277	TRASH COLLECTION-SHOP 2/22
				40.09	526281	TRASH COLLECTION-OFFICE 2/22
			Check Total.....:	171.16		
028167	03/31/22	ARA01	ARAMARK UNIFORM SERV.INC.	165.47	420896	SHOP TOWELS 3/24/22
028168	03/31/22	BAN03	BANK OF AMERICA	650.00	06660322	REGISTRATION-CSDA CONFERENCE-BROOKS
028169	03/31/22	BAN03	BANK OF AMERICA	600.00	28020322	REGIST.-SPECIAL DIST.LEADERSHIP ACADEMY-GONAZALES
028170	03/31/22	BAN03	BANK OF AMERICA	448.17	54240322	DC POWER ADAPTERS FOR METER READING MOUNTS
028171	03/31/22	CLS01	CLINICAL LABS OF SAN	242.00	986539	BACTERIA,MANGANESE,IRON,PHYSICAL TESTS 2/22
028172	03/31/22	COM03	COMCAST	335.95	10520322	INTERNET,BUS.CABLE,VOICE-OFFICE 3/20/22-4/19/22
028173	03/31/22	COR01	CORBIN WILLITS SYSTEM INC	769.14	C203151	SERVICE AND ENHANCEMENT FEE 4/22
028174	03/31/22	COR04	CORE & MAIN LP	3311.68	Q050894	METER READING TABLET MOUNTS-PO#1700
028175	03/31/22	FRO01	FRONTIER	103.24	28850322	FRONTIER 733-2109 3/13/22-4/12/22
				270.29	49050322	FRONTIER 733-3615/3975/SCADA 3/13/22-4/12/22
			Check Total.....:	373.53		
028176	03/31/22	LOM01	CITY OF LOMPOC, FINANCE	38246.19	8439	WASTEWATER TREATMENT COSTS 2/22
028177	03/31/22	MIS01	MISSION PAVING, INC.	500.00	4706	ASPHALT REPAIR-128 LA COSTA LN.
028178	03/31/22	NUT02	NUTRIEN AG SOLUTIONS, INC	401.05	47562126	VEGETATION MANAGEMENT-MAKAZE
028179	03/31/22	PER01	PERRY'S ELECTRIC MOTORS &	2926.47	25921	MAINTENANCE-WELL 3A 150HP 1800RPM MOTOR
028180	03/31/22	PGE01	PACIFIC GAS & ELECT. INC.	23825.61	68720322	PGE CHARGES 2/15/22-3/16/22
028181	03/31/22	PIT01	PITNEY BOWES GLOBAL FINAN	313.60	105427518	PB METER & MAIL MACHINE RENTAL 1/30/22-4/29/22
028182	03/31/22	QUI03	QUINN COMPANY	28.54	910064780	RENT CHIPPER FOR VEGETATION MANAGEMENT-FUEL
028183	03/31/22	SAN23	SANTA MARIA TIMES	68.21	73272	PUBLIC NOTICE OF FY22-23 BUDGET

REPORT.: Mar 31 22 Thursday  
 RUN....: Mar 31 22 Time: 10:13  
 Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD  
 Cash Disbursement Detail Report  
 Check Listing for 03-22 thru 03-22 Bank Account.: 13100

PAGE: 004  
 ID #: PY-DP  
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Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
028184	03/31/22	SAN30	SANTA BARBARA COUNTY	470.00	R12885-R4	PERMIT REEVALUATION FEE-PTO 12885-R4
028185	03/31/22	UNI02	UNIVAR SOLUTIONS USA INC.	964.93	50093255	350 GALS NaSHO3
028186	03/31/22	USB02	U.S.BANK CORPORATE PAYMEN	3644.62	84120322	REGIST-CSDA, CRWA, CWEA; CWEA RENEWAL; SEATCOVERS; MEAL
028187	03/31/22	WES05	WESTERN EXTERMINATOR CO.	74.85	14677019	GOPHER CONTROL SERVICE 3/22
030086	03/03/22	POI01	POINT OF ACTION	74.48	30086	UNIFORM SHIRTS FOR OFFICE - PO#1707
030216	03/16/22	POI01	POINT OF ACTION	331.03	30216	UNIFORM SHIRTS, SWEATSHIRT FOR BEN
				29.35	30217	UNIFORM SHIRT FOR OFFICE-PO#1707
			Check Total.....:	360.38		
032822	03/28/22	SAN04	SANTA BARBARA COUNTY TREA	500000.00	C20328	WIRE TRANSFER TO SB COUNTY FUND 3602
033022	03/30/22	LOC01	STATE TREASURER'S OFFICE	500000.00	C20330	WIRE TRANSFER TO LAIF 16-42-005
090948	03/03/22	TIE01	TIERZERO CLOUD COMMUNICAT	364.52	362883	TIERZERO CLOUD COMMUNICATIONS ACCT FEES 3/22
172022	03/17/22	WEX01	WEX BANK	1189.44	79287217	226.23 GALS FUEL
301697	03/17/22	PIT03	PITNEY BOWES	888.60	01340222	POSTAGE FOR BILLS 2/22
			Cash Account Total.....:	1190255.35		
			Total Disbursements.....:	1190255.35		
			Cash Account Total.....:	.00		

REPORT.: Mar 31 22 Thursday  
 RUN...: Mar 31 22 Time: 10:13  
 Run By.: PATTY LECAVALIER

VANDENBERG VILLAGE CSD  
 Cash Disbursement Detail Report - Payroll Vendor Payment(s)  
 Check Listing for 03-22 thru 03-22 Bank Account.: 13101

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





Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
447938	03/31/22	COL03	COLONIAL LIFE & ACCIDENT	224.58	C20331	COLONIAL-PRETAX 3/22
557760	03/04/22	EMP01	EMPLOYMENT DEVELOP.DEPART	1652.36	C20304	STATE WH TAXES PP#5
557761	03/04/22	EMP01	EMPLOYMENT DEVELOP.DEPART	341.45	1C20304	STATE DISABILITY PP#5
580890	03/04/22	PUB02	PUBLIC EMPLOYEES	1119.32	C20304	PERS EPMC PP#5
580891	03/04/22	PUB02	PUBLIC EMPLOYEES	1288.77	1C20304	PERS TDMC PP#5
580892	03/04/22	PUB02	PUBLIC EMPLOYEES	4113.76	2C20304	PERS EMPLR CONTRIB PP#5
580900	03/04/22	PER04	CALPERS 457 PLAN	1200.00	C20304	EMPLOYER PERS 457 PP#5
580901	03/04/22	PER04	CALPERS 457 PLAN	1200.00	1C20304	EMPLOYEE PERS 457 PP#5
623670	03/18/22	EFT01	EFTPS	3685.33	C20318	FEDERAL WH TAXES PP#6
623671	03/18/22	EFT01	EFTPS	885.26	1C20318	FICA MEDICARE PP#6
665580	03/18/22	PUB02	PUBLIC EMPLOYEES	1108.73	C20318	PERS EPMC PP#6
665581	03/18/22	PUB02	PUBLIC EMPLOYEES	1279.25	1C20318	PERS TDMC PP#6
665582	03/18/22	PUB02	PUBLIC EMPLOYEES	4077.85	2C20318	PERS EMPLR CONTRIB PP#6
665590	03/18/22	PER04	CALPERS 457 PLAN	1200.00	C20318	EMPLOYER PERS 457 PP#6
665591	03/18/22	PER04	CALPERS 457 PLAN	1200.00	1C20318	EMPLOYEE PERS 457 PP#6
675740	03/31/22	AFL01	AFLAC	247.78	C20331	AFLAC-PRETAX 3/22
675741	03/31/22	AFL01	AFLAC	2.88	1C20331	AFLAC-AFTER TAX 3/22
776960	03/18/22	EMP01	EMPLOYMENT DEVELOP.DEPART	1602.63	C20318	STATE WH TAXES PP#6
776961	03/18/22	EMP01	EMPLOYMENT DEVELOP.DEPART	335.78	1C20318	STATE DISABILITY PP#6
832680	03/04/22	EFT01	EFTPS	3797.92	C20304	FEDERAL WH TAXES PP#5
832681	03/04/22	EFT01	EFTPS	130.20	1C20304	FICA SOCIAL SECURITY DR#3
832682	03/04/22	EFT01	EFTPS	930.68	2C20304	FICA MEDICARE PP#5
Cash Account Total.....:				31624.53		
Total Disbursements.....:				31624.53		

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 8.A

FROM: Finance/Budget Committee  
(Director Redmon & Director Bumpass)

BY: Joe Barget, General Manager   
Cynthia Allen, Administrative Services Manager   
Michael Garner, Operations & Maintenance Manager   
Patricia LeCavalier, Finance Administrator 

DATE: April 5, 2022

SUBJECT: Capital Budget

**Recommendation:** Adopt the Fiscal Year (FY) 2022-23 Capital Budget for the Water and Wastewater Enterprise Funds.

**Policy Implications:**

- California Government Code § 61110 requires the Board to adopt an annual (or biennial) budget before September 1. The Code also requires the Board to hold a public hearing and publish a notice at least two weeks before the hearing in a newspaper of general circulation.
- California Government Code § 61110(f) specifically requires the budget to conform to generally accepted accounting and budgeting procedures for special districts to include categories for capital outlay, designated reserve for capital outlay, and designated reserve for contingencies.
- District Ordinance § 1.6.5 establishes a \$5,000 threshold for capital assets. Except for groups of assets where individual items are less than the capitalization threshold (e.g., telephone system, computer system), the District does not capitalize expenditures or assets that cost less than \$5,000.

**Resource Impacts:**

- This capital budget totals \$977,000 and consists of two parts:
  - \$569,900 (Water)
    - \$61,000 in current fiscal year capital expenditures
    - \$508,900 in carryovers from previous fiscal years (\$357,233 of this amount has been expended)
  - \$407,100 (Wastewater)
    - \$171,000 current fiscal year capital expenditures
    - \$236,100 in carryovers from previous fiscal years (\$131,913 of this amount has been expended)
- As of March 31, \$26,434 has been collected from developers to fund specific projects in the capital budget.
- The capital budget is funded by reserves. Sufficient funds are available in water and wastewater reserves to fund the proposed capital budget.

	Water	Wastewater	LRWRP	Total
<b>Cash Reserves in Bank on 12/31/21</b>	<b>\$2,656,683</b>	<b>\$2,496,833</b>	<b>\$7,010,986</b>	<b>\$12,164,502</b>
<b>Total Reserve Requirement @ 6/30/23</b>	<b>\$5,791,891</b>	<b>\$2,496,833</b>	<b>\$9,607,401</b>	<b>\$17,896,125</b>
Capital Reserve Requirement	4,211,653	1,596,002	7,133,116	12,940,771
Operating Reserve Requirement	516,164	393,165	757,874	1,667,203
Emergency Reserve Requirement	1,064,074	507,666	1,716,411	3,288,151
<b>Net Reserves – available (shortfall)</b>	<b>(\$3,135,208)</b>	<b>\$ 0</b>	<b>(\$2,596,415)</b>	<b>(\$5,731,623)</b>

**Alternatives Considered: None**

**Discussion:** The Finance/Budget Committee reviewed the staff-recommended capital budget on March 17 and presents it to the Board for consideration and approval.

The focus of the proposed capital budget is to continue work on the carryovers from previous years and to add the following new capital expenditures:

- Repair Fence and Gates at Site #1, #3, #5, Burton Mesa, and L/S #1
- Replace Sewer Main at Constellation Road and Apollo Way

- Replace 16 Manhole Rings
- Raise 2 Offsite Manholes
- Replace Confined Space Safety Equipment
- Replace F150 truck (Unit #17)

Capital budget expenditures are presented in the following categories:

- Capital Replacement: Replaces existing equipment, infrastructure, or facilities.
- Capital Improvement: Builds upon or improves existing equipment, infrastructure, or facilities.
- Capital Outlay: Purchases or constructs new equipment, infrastructure, or facilities.

The proposed capital budget, in general, reflects upgrades to the water and wastewater infrastructure and incorporates projects from the Strategic Plan. A brief synopsis and justification for the proposed capital expenditures is attached.

Capital budget projects are an important way the District maintains and improves its water distribution and wastewater collection systems. Setting aside enough money in reserves is crucial.

**Attachments:**

1. Water and Wastewater Capital Budget Summary
2. FY 2022-23 Water and Wastewater Capital Budgets (under separate cover)



Vandenberg Village Community Services District  
Water and Wastewater Capital Budget Summary  
Fiscal Year 2022-23

**CAPITAL IMPROVEMENT PLAN**

*Builds upon or improves existing equipment, infrastructure, or facilities.*

**Geographic Information System (GIS) \$100,000**  
**(Strategic Plan Item #3)**

Create electronic utility drawings for the District's water and wastewater systems and provide a web-based database application that would allow District staff to view and update asset maps and associated data. This will greatly improve maintenance, record-keeping, and accounting of infrastructure such as valves, hydrants, manholes, and pipelines. To date, \$6,978 has been collected from developers for this project.

**CAPITAL REPLACEMENT PLAN**

*Replaces existing equipment, infrastructure, or facilities.*

**Security Systems \$25,000**

Replace the security systems that were installed in 1999 at the Shop Building and the Booster Building in conjunction and compatible with the security system at the new Administrative Office Building. There have been increasing problems with malfunctions and false alarms with current system. Surveillance systems are also being installed where applicable.

**Computer Network Server \$10,000**

Replace the office network server that has been in service since 2015.

**Computer Workstations (2 each) \$2,500**

Replace two outdated office computers according to a scheduled replacement plan.

**Vandenberg Village Community Services District  
Water and Wastewater Capital Budget Summary  
Fiscal Year 2022-23**

***SCADA Computer* **\$10,000****

Replace SCADA computer purchased in 2014 with updated equipment.

***SCADA Upgrade* **\$102,000****

Replace SCADA operating system purchased in 2007 with updated software. Current ClearSCADA software is being replaced by Geo SCADA Expert software and will no longer be supported.

***Soft Starter* **\$5,000****

Replace a soft starter, if required. (The District has six: one on each well and one on each booster pump.)

***L/S #2 Replacement* **\$135,000**  
*(Strategic Plan Item #5)***

Replace below-ground lift station constructed in 1968 with standard above-ground, Smith & Loveless unit eliminating confined space hazard and upgrading equipment.

***Sewer Main Replacement* **\$73,000****

Replace cracked and deteriorated sewer line and three manholes from Constellation Road to Apollo Way constructed in 1960.

***Manhole Ring Replacement* **\$32,000****

Replace 16 cracked and loose manhole rings and covers on south side.

***Raise Two Offsite Manholes* **\$27,000****

Raise offsite manholes #O18 and #O24 which were buried when old sewer plant was removed in 1978.

Vandenberg Village Community Services District  
Water and Wastewater Capital Budget Summary  
Fiscal Year 2022-23

***Fence and Gate Repair-Site #1, #3, #5, L/S #1, Burton Mesa***      **\$42,000**

Repair fencing at all sites. Site #1 includes moving west fence out to property line. LS #1 road gate replacement to match Burton Mesa gate.

***Ford F-150 Pickup Truck***      **\$45,500**  
***(Strategic Plan Item #14)***

Replace Unit #17 F-150 pickup truck purchased in 2014.

***Confined Space Safety Equipment***      **\$10,000**

Replace outdated confined space safety lift and harnesses.

**CAPITAL OUTLAY PLAN**

*Purchases or constructs new equipment, infrastructure, or facilities.*

***New Wells***      **\$350,000**  
***(Strategic Plan Item #11)***

Fund preliminary work such as a cultural resources study, biological assessment, and environmental documents to obtain a future well site for the eventual replacement of the District's three wells which are now 35-45 years old. Drill a test well at the old County Fire Station. To date, \$19,456 has been collected from developers for this project.

***Meter Reading Radio and Mounts***      **\$8,000**

Add two vehicle mounts and one radio for the tablet computer to the AMR meter reading system so all field vehicles have the capability to electronically read meters.

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

TO: Board of Directors ITEM: 8.B

FROM: Finance/Budget Committee  
(Director Redmon & Director Bumpass)

BY: Joe Barget, General Manager *J.B.*  
Cynthia Allen, Administrative Services Manager *CA*  
Michael Garner, Operations & Maintenance Manager *mg*  
Patricia LeCavalier, Finance Administrator *PL*

DATE: April 5, 2022

SUBJECT: Operating Budget

**Recommendations:**

1. Adopt the Fiscal Year (FY) 2022-23 Operating Budget for the Water and Wastewater Enterprise Funds which includes a 5.5 percent cost of living salary increase for all employees effective July 1, 2022.
2. Approve FY 2022-23 administrative overhead fees of 15.94 percent.

**Policy Implications:** California Government Code § 61110 requires the Board to adopt an annual (or biennial) budget before September 1. The Code also requires the Board to hold a public hearing and publish a notice at least two weeks before the hearing in a newspaper of general circulation.

**Resource Impacts:**

- The operating budget totals \$6,668,809 and consists of three parts:
  - \$2,064,657 (Water)
  - \$1,572,658 (Wastewater)
  - \$3,031,494 (LRWRP)

- This represents an 8.2 percent (\$155,835) increase in the water budget, a 4.9 percent (\$73,515) increase in the wastewater budget from last year, and a one-time, 102 percent (\$1,440,751) increase in LRWRP expenditures.
- The operating budget is funded primarily by rate revenue from the fiscal year.
- The LRWRP Upgrade Charge was removed from the monthly bills and added as a fixed charge to the annual Santa Barbara County Tax Bill effective October 2017.

**Alternatives Considered: None**

**Discussion:** The Finance/Budget Committee reviewed the staff-recommended operating budget on March 17 and presents it to the Board for consideration and approval. Based on current rates, there is a deficit in the water operating budget, requiring \$21,393 from reserves in order to balance it.

The Water and Wastewater operating budget assumes average water consumption and wastewater generation from the previous five years to account for weather fluctuations. If it is a very wet year, the District can expect to sell less water and earn less revenue (but have lower expenses). If it is a very dry year, the District can expect to sell more water and earn more revenue (but have higher expenses). However, the drought and resultant water conservation regulations may decrease water use this upcoming year. Reserves provide a cushion for these fluctuations.

Water	Wastewater	LRWRP	
\$1,793,264	\$1,657,424	\$1,091,857	Revenue
(1,814,657)	(1,397,658)	(2,541,091)	Operating Expenses
(250,000)	(175,000)	(490,403)	Depreciation
<b>(\$271,393)</b>	<b>\$84,766</b>	<b>(\$1,939,637)</b>	<b>Net income</b>

The last time the District approved a water rate increase was in June 2013 when the Board adopted three years of annual increases (for 2013, 2014, and 2015).

Five years ago, in 2017, the VVCS D Board of Directors adopted restructured rates. First, the Lompoc Regional Wastewater Reclamation Plant (LRWRP) Upgrade charge was moved from the monthly VVCS D bill to the annual Santa Barbara County property tax bill to ensure that every property,

occupied or vacant, pays its proportionate share of this major capital expense. Second, monthly fixed water service charges were reduced and the water use structure was compressed from four to two tiers.

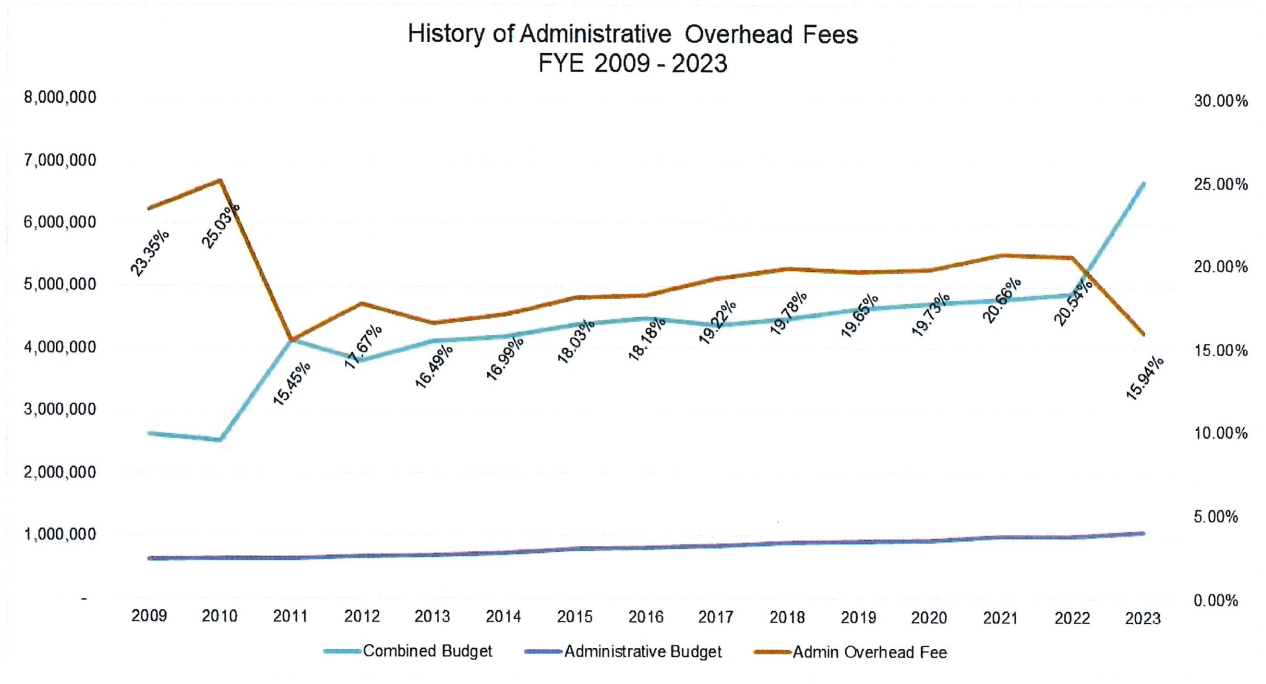
The District's water rates remain the lowest of all 17 water agencies in Santa Barbara County. Lompoc and Mission Hills CSD water rates are twice as high as VVCSD's. The District's \$75 monthly sewer rate is only \$3 above the county average, yet it's the lowest of the four wastewater agencies that treat sewage to the highest, tertiary level.

In addition to the 5.5 percent cost of living increase in employee salaries, highlights of this year's operating budget include:

- \$1,750,000 for construction of the Floradale Sewer Relocation Project which will replace 2,400 linear feet of sewer line in conjunction with the county's project to replace Floradale Bridge.
- \$650,000 for wastewater treatment costs.
- \$120,000 for water treatment chemicals. The cost of chlorine, sodium hypochlorite (NaOCl), increased from \$1.07 to \$1.86 per gallon.
- \$375,900 for electricity for pumping equipment, an increase of \$15,300. We have adjusted for the time-of-use rate changes but anticipate additional PGE rate increases.
- \$40,000 for the District's share of the implementation of the Groundwater Sustainability Plan (GSP) as required by the Sustainable Groundwater Management Act (SGMA).
- \$30,150 for director salaries and training. This represents a 15% decrease over previous year. We no longer have a director on the CSDA and ACWA Region 5 Board.
- \$13,550 for employee travel expense. This represents a 15% decrease over previous year. More training can be done virtually for employee certification requirements.

The Administrative Overhead Fee is a calculated percentage of the administrative expenses when compared to the total operating budget and is used to account for the indirect costs incurred by the District. It is required for Construction Work in Progress journal entries and is also used when requesting reimbursement from outside parties. The graph below illustrates the inverse relationship between the Administrative Overhead Fee and the Combined Budget. The Administrative Budget remains relatively flat so, as the Combined Budget increases, the Administrative Overhead Fee

decreases. The large decrease in the 2011 Administrative Overhead Fee was in response to the increased wastewater operating expense budget due to the addition of the LRWRP expenses. Similarly, the decrease for the 2023 Administrative Overhead Fee is mainly due to the increase in the LRWRP expenditure budgeted for the construction of the sewer transmission line at the Floradale Bridge.



**Attachments:**

1. Water and Wastewater Operating Budget Summary (FY 2022-23)
2. Water Operating Budget (FY 2022-23) (under separate cover)
3. Wastewater Operating Budget (FY 2022-23) (under separate cover)
4. Administrative Overhead Fees (FY 2022-23) (under separate cover)
5. Payroll Schedule (FY 2022-23)

**Vandenberg Village Community Services District  
Water and Wastewater Operating Budget Summary  
Fiscal Year 2022-23**

Below is a summary explanation for each category of the proposed operating budget for the water and wastewater enterprise funds. Although each fund has its own budget and the funds may not be comingled, they are described together in the summary to better represent the operating activities of the District. More detailed information on each line item is available in the District Office for review.

**OPERATING REVENUES**

The proposed water and wastewater revenues reflect no changes in rates.

**Water** revenues are projected by using an average number of active customers for a calendar year and five-year historical average water consumption. Since revenue projection is based on historic performance, actual revenue could be better in some months and worse in others.

**Wastewater** revenues are projected by using an average number of active customers. The fees collected are fixed monthly charges; therefore, actual performance varies from budget projection primarily due to residential vacancies.

**LRWRP** revenues are projected by using number of wastewater connections. The fees are collected through the annual property tax statement and are fixed annual charges.

For FY 2022-23, staff estimates a net **water reserve deduction** of approximately \$21,393 and **wastewater reserve contribution** of approximately \$259,766 from wastewater service charges and **deduction** of \$1,210,862 from LRWRP upgrade charges.

**NON-OPERATING REVENUES**

**Interest Earnings** are budgeted for the District's investment accounts with the Local Agency Investment Fund (LAIF), Santa Barbara County Treasury; money market account at Rabobank; and Wastewater



## Vandenberg Village Community Services District Water and Wastewater Operating Budget Summary Fiscal Year 2022-23

Capital Reserve Fund (WCRF) at the City of Lompoc based on the following projections:

		December 2021 Interest Rate	FY 22-23 Projection
LAIF	Variable	0.23%	0.23%
Santa Barbara County	Variable	0.30%	0.30%
Money Market	Variable	0.04%	0.04%
WCRF	Variable	0.52%	0.52%

### OPERATING EXPENSES

In general, operating expenses that are not exclusive to the water or wastewater funds (insurance, utilities, office supplies, administrative expenses) are allocated at 50% water, 50% wastewater. Payroll for non-exempt field staff is charged to the fund in which the work is performed. Therefore, allocation is based on historical payroll accounting.

The following are significant changes in the budgets:

**Source of Supply (Wells)** – Budget includes \$40,000 for the estimated expenses for the Sustainable Groundwater Management Act (SGMA) governance formation; \$4,500 for USGS Groundwater Monitoring; \$33,000 for SYRWCD pump taxes; and \$3,500 for Cloud Seeding.

**Pumping (Boosters)** – Budget includes \$365,000 for purchased power.

**Water Treatment** – Budget includes \$18,000 for AB2995 SWRCB Water System Fees and \$120,000 for chemicals.

**Wastewater Treatment** – Budget includes \$650,000 for wastewater treatment costs.

**WCRF** – This item represents the District’s portion of capital improvements to the Lompoc Wastewater Reclamation Plant and VVCS D has little control over the annual capital expenditures. The District earns interest on the WCRF balance of \$742,558 which offsets

**Vandenberg Village Community Services District  
Water and Wastewater Operating Budget Summary  
Fiscal Year 2022-23**

a portion of the wastewater reclamation plant capital expenditures. \$1,750,000 has been budgeted for the design of the Floradale Bridge wastewater transmission line which we expect to be billed to VVCSD through the WCRF.

***LRWRP Debt Service*** – Budget includes the annual SRF payment of \$741,091. This represent the District’s portion of the LRWRP debt service obligations.

***Transmission and Distribution*** – Budget includes routine maintenance and contingencies.

***Wastewater Collection*** – Budget includes \$25,000 to repair minor wastewater main problem areas as discovered by camera van. Major repairs will be included in future capital budgets.

***Customer Accounts*** – Budget includes merchant account fees for customer electronic payments as well as printing and postage costs for monthly bills.

***Insurance*** – Cost includes general liability and property casualty insurance.

***Administrative and General*** – Budgeted administrative and general costs include \$5,000 for legal counsel and \$13,850 for employee travel expense.

***Director’s Expense*** – Budget includes \$30,150 for director’s travel expenses and salaries.

***Depreciation*** – Budget depreciation assumes new capital assets purchased in January. All assets are depreciated for the full month beginning the first month of ownership.

Although there is no cash outlay for depreciation expense, the Board adopted Resolution 99-94 in 1994 that directs staff to set cash aside based on depreciation expense and establish rates to provide sufficient cash to fund this depreciation expense in order to fund a replacement

## Vandenberg Village Community Services District Water and Wastewater Operating Budget Summary Fiscal Year 2022-23

reserve for replacing capital equipment. The resolution was rescinded and replaced in 2006 by Resolution 176-06 with the same direction to staff.

**Salaries and Benefits** – Many factors affect salaries and benefits in the FY 2022-23 budget which has resulted in an increase of \$49,400 from the FY 2021-22 budget. The projected employee salaries and benefits for working hours are:

Water fund	\$ 897,800	(FY 2021-22:	\$842,922)
Wastewater fund	\$ 512,300	(FY 2021-22:	\$517,800)
Total	\$1,410,100	(FY 2021-22:	\$1,360,722)

Budgeted salaries increased \$20,800. This includes a 5.5% economic adjustment for all employees. The budget also assumes that employees who are not at the top of their pay scale will receive at least one merit increase.

Budgeted benefits increased by \$28,600. The additional cost for paid benefits such as insurance, retirement, etc. represents 69.27% of the total base salary the District pays its employees.

The table below shows a historical comparison of actual salaries to budget (does not include paid benefits such as holiday, sick, and vacation):

Fiscal Year	Notes	Total Budgeted Salaries	Total Actual Salaries	Variance From Budget
18-19	2.40% economic adjustment plus 4 <sup>th</sup> field employee	739,400	758,934	19,534
19-20	3% economic adjustment plus 4 <sup>th</sup> field employee	792,000	807,103	15,103
20-21	2.40% economic adjustment minus six months of 4 <sup>th</sup> field employee	743,200	788,861	45,661
21-22	1.7% economic adjustment less six months of Service Person II plus six months of Service Person I	771,000	717,584	-53,416
22-23	5.5% economic adjustment	791,800		

Vandenberg Village Community Services District  
Water and Wastewater Operating Budget Summary  
Fiscal Year 2022-23

**NET INCOME <LOSS>**

Water Fund	<\$266,193>
Wastewater Fund	\$107,466
LRWRP	<\$1,939,637>

**VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT  
PAYROLL SCHEDULE  
5.50% ECONOMIC ADJUSTMENT**

01-Jul-22

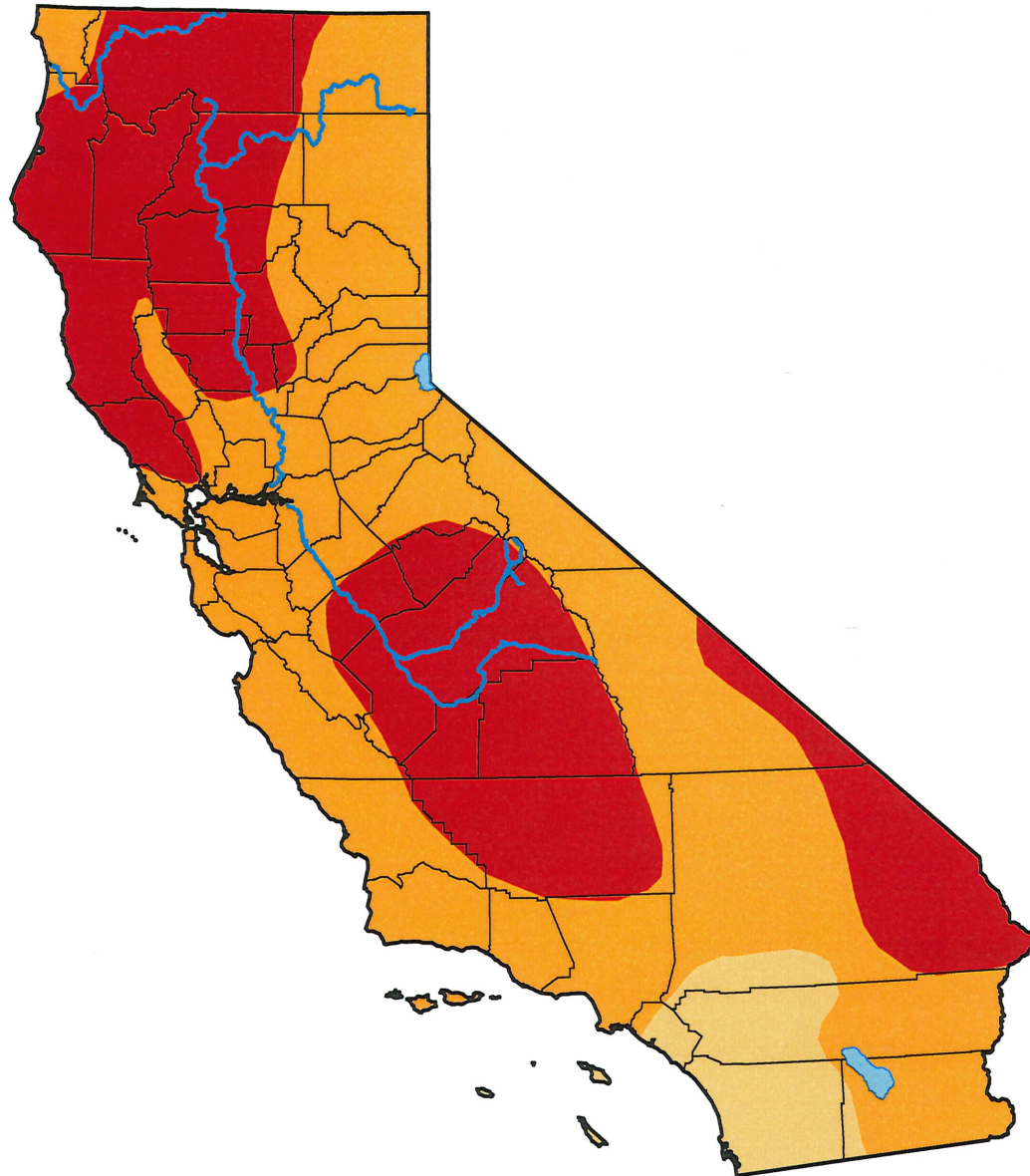
JOB TITLE		TRIAL PERIOD			STEP 1			STEP 2			STEP 3			STEP 4			STEP 5		
		Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual
OPERATIONS & MAINTENANCE MANAGER	EXEMPT	\$7,907.47	\$45.62	\$94,889.60	\$8,302.67	\$47.90	\$99,632.00	\$8,716.93	\$50.29	\$104,603.20	\$9,152.00	\$52.80	\$109,824.00	\$9,609.60	\$55.44	\$115,315.20	\$10,089.73	\$58.21	\$121,076.80
ADMINISTRATIVE SERVICES MANAGER	EXEMPT	\$7,907.47	\$45.62	\$94,889.60	\$8,302.67	\$47.90	\$99,632.00	\$8,716.93	\$50.29	\$104,603.20	\$9,152.00	\$52.80	\$109,824.00	\$9,609.60	\$55.44	\$115,315.20	\$10,089.73	\$58.21	\$121,076.80
FINANCE ADMINISTRATOR I	NON-EXEMPT	\$6,546.80	\$37.77	\$78,561.60	\$6,874.40	\$39.66	\$82,492.80	\$7,217.60	\$41.64	\$86,611.20	\$7,578.13	\$43.72	\$90,937.60	\$7,957.73	\$45.91	\$95,492.80	\$8,356.40	\$48.21	\$100,276.80
SERVICE PERSON III	NON-EXEMPT	\$5,605.60	\$32.34	\$67,267.20	\$5,886.40	\$33.96	\$70,636.80	\$6,181.07	\$35.66	\$74,172.80	\$6,489.60	\$37.44	\$77,875.20	\$6,813.73	\$39.31	\$81,764.80	\$7,155.20	\$41.28	\$85,862.40
SERVICE PERSON II	NON-EXEMPT	\$5,338.67	\$30.80	\$64,064.00	\$5,605.60	\$32.34	\$67,267.20	\$5,886.40	\$33.96	\$70,636.80	\$6,181.07	\$35.66	\$74,172.80	\$6,489.60	\$37.44	\$77,875.20	\$6,813.73	\$39.31	\$81,764.80
SERVICE PERSON I	NON-EXEMPT	\$4,719.87	\$27.23	\$56,638.40	\$4,955.60	\$28.59	\$59,467.20	\$5,203.47	\$30.02	\$62,441.60	\$5,463.47	\$31.52	\$65,561.60	\$5,737.33	\$33.10	\$68,848.00	\$6,025.07	\$34.76	\$72,300.80
ADMINISTRATIVE/ACCOUNTING ASSISTANT	NON-EXEMPT	\$4,959.07	\$28.61	\$59,508.80	\$5,206.93	\$30.04	\$62,483.20	\$5,466.93	\$31.54	\$65,603.20	\$5,740.80	\$33.12	\$68,889.60	\$6,028.53	\$34.78	\$72,342.40	\$6,330.13	\$36.52	\$75,961.60
CUSTOMER SERVICE REPRESENTATIVE II	NON-EXEMPT	\$4,413.07	\$25.46	\$52,956.80	\$4,633.20	\$26.73	\$55,598.40	\$4,865.47	\$28.07	\$58,385.60	\$5,108.13	\$29.47	\$61,297.60	\$5,362.93	\$30.94	\$64,355.20	\$5,631.60	\$32.49	\$67,579.20

**NEW RATE**

		Monthly	Hourly	Annual
GENERAL MANAGER	EXEMPT	\$16,045.47	\$92.57	\$192,545.60

# U.S. Drought Monitor California

**March 29, 2022**  
(Released Thursday, Mar. 31, 2022)  
Valid 8 a.m. EDT



Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
<b>Current</b>	0.00	100.00	100.00	93.65	40.25	0.00
<b>Last Week</b> <i>03-22-2022</i>	0.00	100.00	100.00	93.65	37.69	0.00
<b>3 Months Ago</b> <i>12-28-2021</i>	0.00	100.00	100.00	86.28	32.93	0.84
<b>Start of Calendar Year</b> <i>01-04-2022</i>	0.00	100.00	99.30	67.62	16.60	0.84
<b>Start of Water Year</b> <i>09-28-2021</i>	0.00	100.00	100.00	93.93	87.88	45.66
<b>One Year Ago</b> <i>03-30-2021</i>	0.77	99.23	90.66	64.02	31.76	5.36

Intensity:

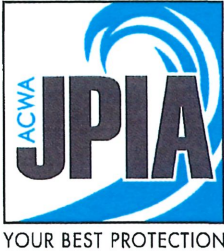
- None
- D0 Abnormally Dry
- D1 Moderate Drought
- D2 Severe Drought
- D3 Extreme Drought
- D4 Exceptional Drought

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:

Deborah Bathke  
National Drought Mitigation Center





March 22, 2022

Mr. Joe Barget, General Manager  
Vandenberg Village Community Services District  
3745 Constellation Road  
Lompoc, CA 93436-1401

Dear Mr. Barget:

Congratulations on being one of the 11 recipients for this year's inaugural Risk Control Grant. It is apparent how hard you worked to make the application complete, you deserve both our thanks and our congratulations.

ACWA JPIA reviewed many submittals and the District rose above the rest. We are pleased to see the creative and sustainable risk mitigation efforts our members are employing.

We feel that not only does Vandenberg Village Community Services District have a solid risk mitigation plan, but it also provides a clear road map on how it can be replicated. Therefore, the JPIA has unanimously agreed to provide the District an award of \$10,000.

Sincerely,

A handwritten signature in black ink that reads 'E.G. "Jerry" Gladbach'.

E.G. "Jerry" Gladbach  
ACWA JPIA Board President

322:tl

RECEIVED

MAR 24 2022

PL

# PUBLIC WATER SYSTEM STATISTICS

Calendar Year: 2021

## 1. General Information

Agency: Vandenberg Village Community Services District  
 Contact: Joe Barget  
 Title: General Manager  
 Phone: 805-733-2475  
 Fax: 805-733-2109  
 E-mail: info@vvcasd.org  
 Website: vvcasd.org  
 Population served: 7,308  
 Names of communities served: Vandenberg Village

## 2. Number of Active Service Connections

	Customer Class	Potable Water		Recycled Water	
		Metered	Unmetered	Metered	Unmetered
	Single Family Residential	2416			
	Multi-family Residential	66			
	Commercial/Institutional	56			
	Industrial	0			
	Landscape Irrigation	16			
	Other			8	
	Agricultural Irrigation				
	<b>TOTAL</b>	<b>2554</b>	<b>8</b>		

## 3. Total Water Into the System - Units of production: (Select: **AF**=acre-feet; **MG**=million gallons; **HCF**=hundred cubic feet)

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Potable	Wells	88.945	86.303	103.806	115.742	129.998	137.302	144.131	143.772	133.730	115.079	105.454	71.995	1,376.257
	Cachuma Project													
	Surface (non-Cachuma)													
	SWP 1/													
	Other Purchased 1/													
	<b>Total Potable</b>	<b>88.945</b>	<b>86.303</b>	<b>103.806</b>	<b>115.742</b>	<b>129.998</b>	<b>137.302</b>	<b>144.131</b>	<b>143.772</b>	<b>133.730</b>	<b>115.079</b>	<b>105.454</b>	<b>71.995</b>	<b>1,376.257</b>
	Untreated Water													
	Recycled 2/													

1/ Potable wholesale supplier(s) (e.g. CCWA): \_\_\_\_\_

2/ Recycled wholesale supplier(s) or self produced: \_\_\_\_\_

Level of treatment (e.g. secondary): \_\_\_\_\_

## 4. Metered Water Deliveries - Units of delivery: (Select: **AF**=acre-feet; **MG**=million gallons; **HCF**=hundred cubic feet)

If recycled is included, X box ↓		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
A.	Single Family Residential	60.059	49.250	58.115	58.388	85.594	93.709	84.202	79.473	96.361	71.132	63.556	71.084	870.923
B.	Multi-family Residential	5.046	5.200	5.051	5.852	6.444	6.320	5.769	5.352	7.645	5.714	4.918	6.022	69.333
C.	Commercial/Institutional	3.719	3.492	4.640	5.652	8.256	9.753	10.304	9.000	11.851	8.052	5.829	6.929	87.477
D.	Industrial	-	-	-	-	-	-	-	-	-	-	-	-	-
E.	Landscape Irrigation	7.686	7.124	8.619	12.877	14.108	28.696	24.540	21.687	29.465	19.641	17.423	17.510	209.376
F.	Other: _____													
	<b>Total Urban Retail (A thru F)</b>	<b>76.510</b>	<b>65.066</b>	<b>76.425</b>	<b>82.769</b>	<b>114.402</b>	<b>138.478</b>	<b>124.815</b>	<b>115.512</b>	<b>145.322</b>	<b>104.539</b>	<b>91.726</b>	<b>101.545</b>	<b>1,237.109</b>
	Agricultural Irrigation													
	Wholesale (to other agencies)													

4. Estimated proportion of unincorporated addresses your water system serves: 100%

## 5. Water System Energy Use

Systemwide Total Annual (kWh):	2,152,406
Electricity Provider:	PG&E