

**SANTA YNEZ COMMUNITY SERVICES DISTRICT**

**MEMORANDUM**

**To:** Board of Directors  
**From:** Loch Dreizler, General Manager  
Alicia Marin, Office Manager  
**Date:** May 15, 2024  
**Subject:** Resolution to Adopt Final FY 2024-2025 Budget

**Proposed Motion/Recommendation:** Begin the formal process of adopting the district's budget for FY 2024-2025, and staff to publish the public hearing notice presenting the budget for formal adoption in June.

The attached resolution 24-619 will be presented for approval at the June regular meeting.

**Policy Implications:** With Board approval at this meeting, the staff will publish the public hearing notice presenting the Budget for formal adoption.

California Government Code §61110 requires the Board to adopt an annual budget before September 1. The California government 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.

The Board adopted Resolution 11-05 on June 15, 2011, and states that the preliminary Budget will be prepared in May of each year and reviewed by the Finance Committee. The final Budget will be presented at the June meeting.

**Alternatives Considered:** None

**Discussion:** The FY 2024/25 final budget is attached. The District budget year covers the period of July 1 through June 30 of each year. Our District's primary revenue source is the sewer fees collected from the constituents.

The District approved a rate study prepared by Tuckfield and Associates on March 17, 2021. This rate study covers FY 2021-22 through FY 2025-26. The sewer rate for 24/25 is proposed at \$86.87 per single-family dwelling, reflecting most constituents within the CSD. As a result, the District has remained able to complete projects with manageable debt and plan for projects by proactively implementing responsible sewer rates.

The attached budget was reviewed by the board without modifications, and the Finance Committee reviewed the final budget on May 8, 2024.

### **Specific Budget Considerations**

- Solvang's WWTP - Santa Ynez CSD has little control over Solvang's annual Wastewater Treatment Plant capital expenditures. The District pays approximately 20% of Solvang's WWTP capital improvements. \$180,000 is a previously determined assumption. Staff is also working with the City of Solvang to get their most recent estimate of future capital improvements.
- Horizon Mainline Extension Project Debt Service is \$86,815.89 annually, with the final payment due July 23, 2041.
- A 3.5% COLA and health benefit allowance increase is recommended based on the 2023 CPI-U (Consumer Price Index for All Urban Consumers – Los Angeles, Long Beach, Anaheim).

#### Attachment(s):

1. Resolution 24-619
2. 2024/25 Proposed Final Budget

**RESOLUTION NO. 24-619**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE SANTA YNEZ COMMUNITY SERVICES  
DISTRICT FIXING AND ADOPTING A FINAL  
BUDGET FOR THE FISCAL YEAR 2024-2025**

WHEREAS, under Government Code Section 61110, a public hearing will be held at which any person is permitted to appear and be heard regarding any item in the proposed final budget for the Santa Ynez Community Services District for Fiscal Year 2024-2025 (the "FY 2024-2025 Budget"), or regarding the addition of other items thereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Santa Ynez Community Services District as follows:

1. The FY 2024-2025 Budget on file with the Secretary of the District, previously reviewed and considered by this Board, is finalized and adopted.
2. The General Manager or Board Secretary is directed to forward a copy of the FY 2024-2025 Budget to the Santa Barbara County Auditor.

PASSED AND ADOPTED this \_\_\_\_\_ day of June 2024 by the following vote of the Board of Directors of the Santa Ynez Community Services District:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Fred Redfern, President of the  
Board of Directors

ATTEST:

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Alicia Marin,  
Board Secretary

# SANTA YNEZ COMMUNITY SERVICES DISTRICT



## FISCAL YEAR BUDGET

JULY 1, 2024 – JUNE 30, 2025

May 2024

# TABLE OF CONTENTS

MISSION STATEMENT / DISTRICT OVERVIEW	PAGE 3
ORGANIZATION CHART	PAGE 4
GRAPHICS - REVENUE & EXPENSE	PAGE 5
BUDGET JULY 1, 2024 – JUNE 30, 2025	PAGE 8
BUDGET NARRATIVE	PAGE 11
DISTRICT DEBT	PAGE 17
CAPACITY FEE SCHEDULE	PAGE 18
MONTHLY SEWER RATES	PAGE 20

## **MISSION STATEMENT**

The mission of the District is to respond to the needs of its citizens and represent them, as a group, at local and regional levels, in solving local problems affecting the common good.

## **DISTRICT OVERVIEW**

The Santa Ynez Community Services District (District) is an independent special district created under section 61000, Title 6, Division 2 of the Community Services District Law of the State of California. The District is governed by an elected Board of Directors who reside here and serve four-year terms. As a local government, the District is accessible to its customers, and as an enterprise district, it charges only those who receive the service.

The District was formed in 1971 by citizens in the Santa Ynez area to obtain and provide sewage disposal services. In 1974, State and County health officials determined that a health hazard existed with groundwater impacting some septic systems. As a result, a building moratorium was put in place for the area. Initial portions of the system were built to address this problem and completed in 1981. Since then, there have been extensions to the mainline to make sewer services available to residents of the District.

The District owns a 300,000 gallons per day capacity, or 20 percent, in the City of Solvang's 1.5 million gallons per day wastewater treatment plant. The collection system has about 735 connections, 275 manholes, and two lift stations. The DISTRICT's main trunk line carries an average of 140,000 gallons per day (GPD) to the City of Solvang's wastewater treatment plant.

The Chumash (Tribe) retains an emergency portion of the District's total capacity – about 88,000 gallons daily. The Tribe also constructed a wastewater treatment plant with a capacity of 200,000 GPD, which and last upgraded in 2015. This plant serves the Casino, Hotel, administration buildings, and approximately 350 residents on the reservation. The system utilizes two different disposal methods: the National Pollutant Discharge Elimination System (NPDES) into Zanja Cota Creek and Title 22 for reuse and irrigation purposes on Tribal and State of California lands. The District has been under contract with the Tribe since 1983 to maintain the Chumash collection system and the wastewater treatment plant.

**SANTA YNEZ CSD**  
**DISTRICT RATE PAYERS**

**BOARD OF DIRECTORS**  
**PRESIDENT REDFERN, VICE PRESIDENT VAN PELT,**  
**DIRECTOR BEARD, DIRECTOR JONES,**  
**DIRECTOR PADELFORD**

**GENERAL MANAGER**  
**LOCH A DREIZLER**

**LEGAL COUNSEL (CONTRACT)**  
**JEFF HOSKINSON**

**OPERATIONS SUPERVISOR**  
**CRAIG KAPNER**

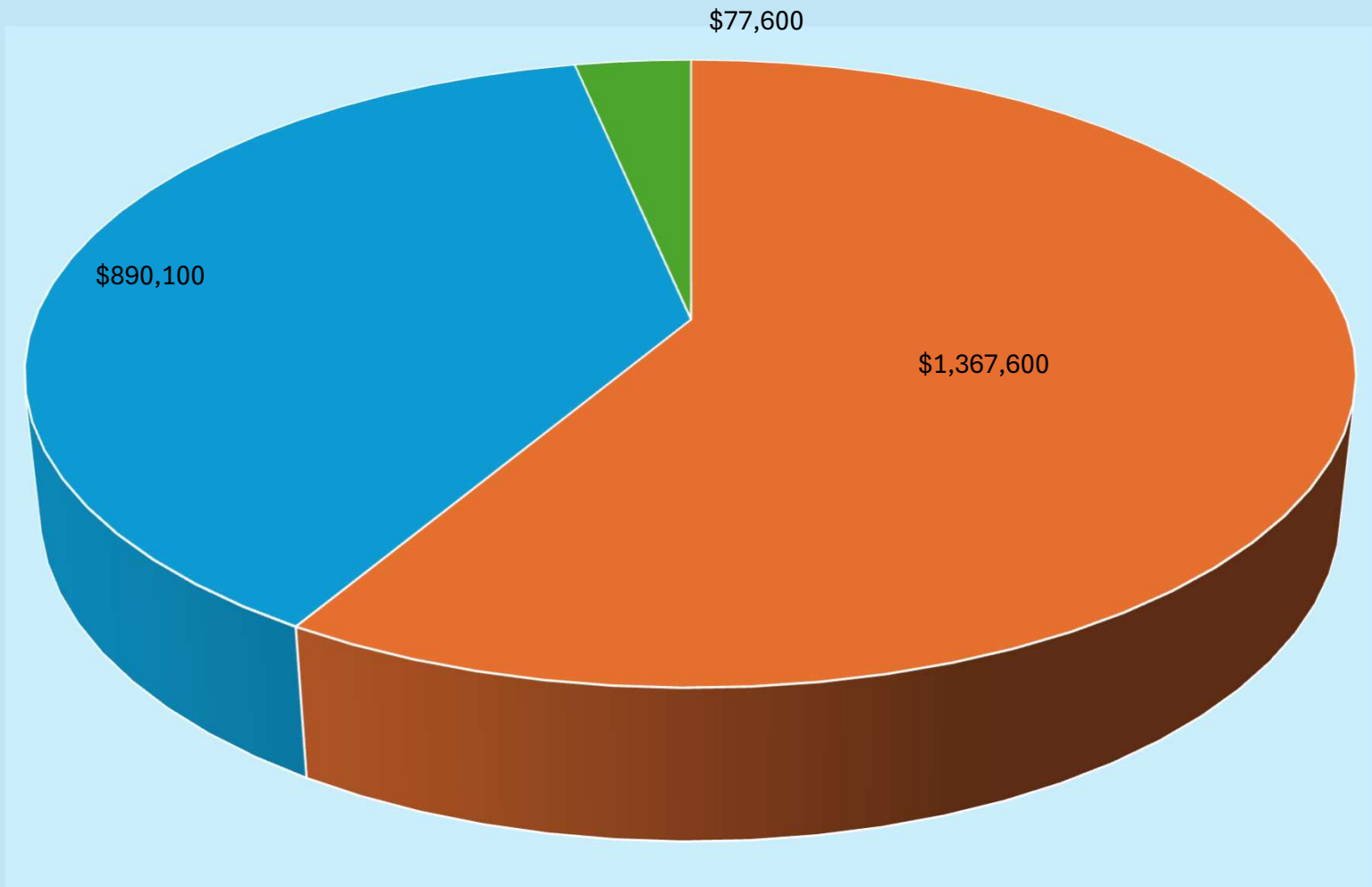
**OFFICE MANAGER**  
**ALICIA MARIN**

**CHIEF PLANT OPERATOR**  
**JEREMY CHAJA**

**COLLECTIONS O.I.T.**  
**KEON KIDD**

**COLLECTIONS O.I.T.**  
**ANTHONY GIACINTO**

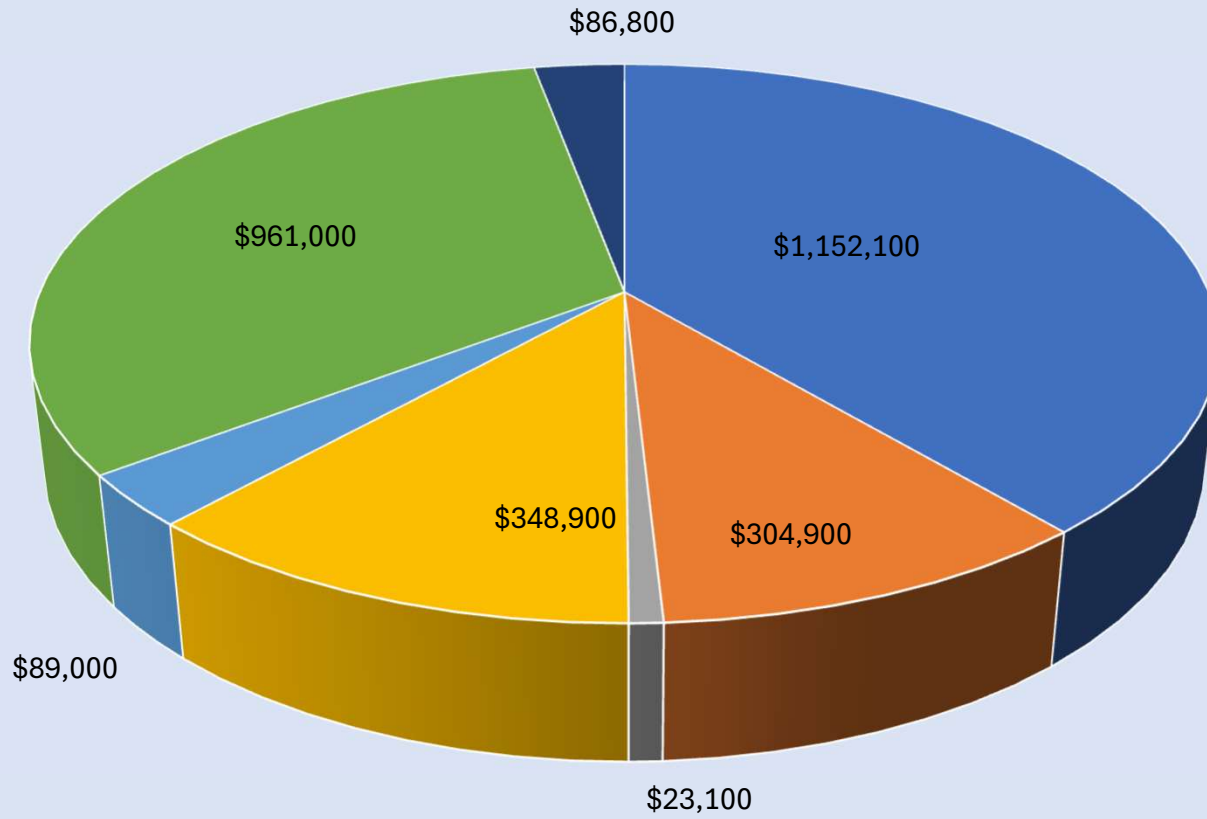
### FY 25 Budgeted Revenue by Source



■ Operating Revenue    ■ Non-Operating Revenue    ■ Capital Contributions

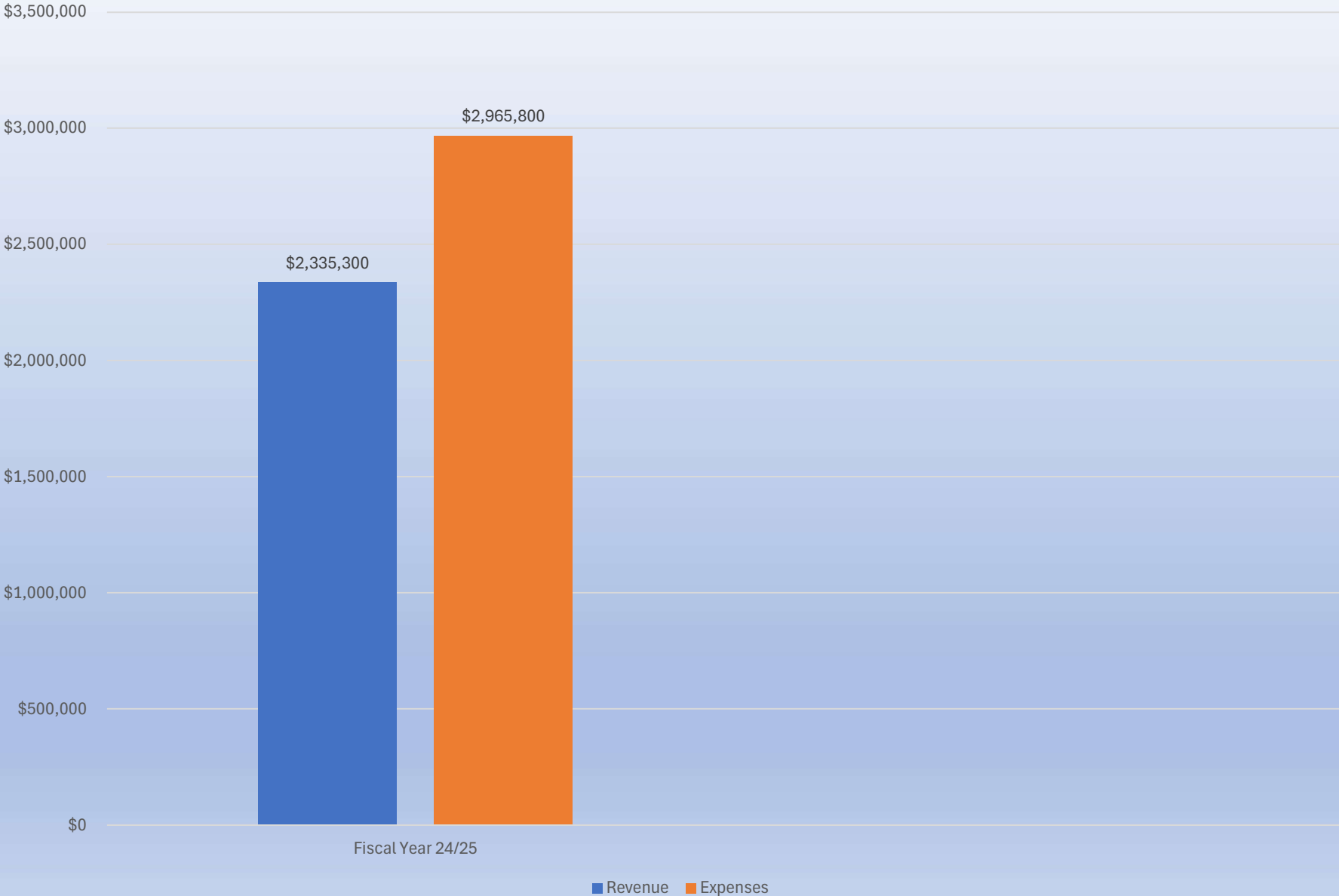


## FY 25 Budgeted Expenses by Department



- Operations
- General and Administrative
- Building
- Wastewater Treatment Plant
- Reservation Collection System
- Capital Expenditures
- Debt Service

# Revenue & Expenses



# Santa Ynez Community Services District

## DRAFT Budget 2024 / 2025

	FY 24 Projected Actuals	FY 24 Adopted Budget	FY 25 Proposed Budget	\$ Variance	% Variance
	A	B	C	D=C-B	E=D/B
<b>1 Revenue</b>					
<b>2 Operating Revenue</b>					
3 Sewer Service Fees	\$ 1,271,900	\$ 1,271,900	\$ 1,326,000	\$ 54,100	4%
4 Sewer Benefit Fees	38,000	38,000	38,000	-	0%
5 Other Charges for Services	8,800	800	3,600	2,800	350%
<b>6 Total Operating Revenue</b>	<b>1,318,700</b>	<b>1,310,700</b>	<b>1,367,600</b>	<b>56,900</b>	<b>4%</b>
<b>7 Non-Operating Revenue</b>					
8 Property Taxes	227,900	211,100	229,500	18,400	9%
9 Annexation Fees	8,000	15,000	15,000	-	0%
10 Chumash Reservation Contract	421,600	418,700	464,200	45,500	11%
11 Investment Earnings	165,200	28,000	181,000	153,000	546%
12 Other Revenue	7,700	400	400	-	0%
<b>13 Total Non-Operating Revenue</b>	<b>830,400</b>	<b>673,200</b>	<b>890,100</b>	<b>216,900</b>	<b>32%</b>
<b>14 Capital Contributions</b>					
15 Capacity Fees	76,800	76,800	77,600	800	1%
<b>16 Total Capital Contributions</b>	<b>76,800</b>	<b>76,800</b>	<b>77,600</b>	<b>800</b>	<b>1%</b>
<b>17 Total Revenue</b>	<b>\$ 2,225,900</b>	<b>\$ 2,060,700</b>	<b>\$ 2,335,300</b>	<b>\$ 274,600</b>	<b>13%</b>

### Expenses (Operations, General & Administrative, Building, Chumash WWTP, Reservation Collection System)

	FY 24 Projected Actuals	FY 24 Adopted Budget	FY 25 Proposed Budget	\$ Variance	% Variance
	A	B	C	D=C-B	E=D/B
<b>18 Operations Expenses</b>					
19 Salaries	\$ 331,400	\$ 325,700	\$ 378,600	\$ 52,900	16%
20 Employee Benefits	101,800	129,200	121,500	(7,700)	-6%
21 Insurance	22,500	28,600	16,800	(11,800)	-41%
22 Legal Services	13,100	35,000	35,000	-	0%
23 Consultant Fees	50,400	45,000	45,000	-	0%
24 Memberships and Subscriptions	4,000	4,000	4,000	-	0%
25 Office and Miscellaneous Expenses	2,200	11,000	10,700	(300)	-3%
26 Employee Meetings, Seminars, and Travel	1,000	7,000	7,000	-	0%
27 Repair and Maintenance	21,300	18,400	22,100	3,700	20%
28 Computer Operations	12,900	5,000	5,400	400	8%
29 Permit Fees	6,400	1,500	6,500	5,000	333%
30 Collection System	11,800	6,300	8,000	1,700	27%
31 Pump Station	7,100	15,800	15,800	-	0%
32 Vehicle Repair and Maintenance	9,800	5,300	5,600	300	6%
33 Lab Testing	-	5,000	2,500	(2,500)	-50%
34 Utilities	28,800	29,200	32,300	3,100	11%
35 Project/GIS	10,200	10,000	15,300	5,300	53%
36 Solvang Flow Charges	240,000	240,000	240,000	-	0%
37 Solvang Capital Improvements	122,535	180,000	180,000	-	0%
<b>38 Total Operations Expenses</b>	<b>\$ 997,235</b>	<b>\$ 1,102,000</b>	<b>\$ 1,152,100</b>	<b>\$ 50,100</b>	<b>5%</b>

# Santa Ynez Community Services District

## DRAFT Budget 2024 / 2025

	FY 24 Projected Actuals	FY 24 Adopted Budget	FY 25 Proposed Budget	\$ Variance	% Variance
	A	B	C	D=C-B	E=D/B
<b>39 General and Administrative Expenses</b>					
40 Salaries	\$ 122,500	\$ 124,000	\$ 130,900	\$ 6,900	6%
41 Employee Benefits	31,500	45,500	33,600	(11,900)	-26%
42 Insurance	5,500	5,000	8,200	3,200	64%
43 Memberships and Subscriptions	7,700	7,700	7,700	-	0%
44 Computer Operations	15,400	5,000	5,400	400	8%
45 LAFCO Fees	1,700	1,700	1,700	-	0%
46 Property Tax Fees	-	2,200	2,400	200	9%
47 Legal Services	38,500	42,000	44,100	2,100	5%
48 Audit and Accounting Services	56,900	57,000	40,000	(17,000)	-30%
49 Office and Miscellaneous Expenses	21,600	10,800	18,100	7,300	68%
50 Employee Meetings, Seminars, and Travel	4,500	5,000	5,000	-	0%
51 Utilities	6,200	5,300	6,700	1,400	26%
52 Repair and Maintenance	900	1,000	1,100	100	10%
<b>53 Total General and Administrative Expenses</b>	<b>\$ 312,900</b>	<b>\$ 312,200</b>	<b>\$ 304,900</b>	<b>\$ (7,300)</b>	<b>-2%</b>

	FY 24 Projected Actuals	FY 24 Adopted Budget	FY 25 Proposed Budget	\$ Variance	% Variance
	A	B	C	D=C-B	E=D/B
<b>54 Building Expenses</b>					
55 Utilities	\$ 8,100	\$ 7,800	\$ 8,100	\$ 300	4%
56 Repair and Maintenance	27,100	7,400	10,700	3,300	45%
57 Insurance	4,000	3,900	4,300	400	10%
<b>58 Total Building Expenses</b>	<b>\$ 39,200</b>	<b>\$ 19,100</b>	<b>\$ 23,100</b>	<b>\$ 4,000</b>	<b>21%</b>

	FY 24 Projected Actuals	FY 24 Adopted Budget	FY 25 Proposed Budget	\$ Variance	% Variance
	A	B	C	D=C-B	E=D/B
<b>59 Chumash WWTP Expenses</b>					
60 Salaries	\$ 193,200	\$ 181,300	\$ 178,800	\$ (2,500)	-1%
61 Employee Benefits	36,000	63,500	65,100	1,600	3%
62 Utilities	900	700	1,000	300	43%
63 Repair and Maintenance	69,300	73,600	75,200	1,600	2%
64 Memberships and Subscriptions	3,200	3,200	3,200	-	0%
65 Employee Meetings, Seminars, and Travel	1,000	1,000	1,000	-	0%
66 Lab Testing	17,800	25,000	17,800	(7,200)	-29%
67 Insurance	5,200	3,400	3,500	100	3%
68 Miscellaneous Expenses	3,700	700	3,300	2,600	371%
<b>69 Total Chumash WWTP Expenses</b>	<b>\$ 330,300</b>	<b>\$ 352,400</b>	<b>\$ 348,900</b>	<b>\$ (3,500)</b>	<b>-1%</b>

	FY 24 Projected Actuals	FY 24 Adopted Budget	FY 25 Proposed Budget	\$ Variance	% Variance
	A	B	C	D=C-B	E=D/B
<b>70 Reservation Collection System Expenses</b>					
71 Salaries	\$ 53,800	\$ 56,400	\$ 49,900	\$ (6,500)	-12%
72 Employee Benefits	24,100	19,800	17,200	(2,600)	-13%
73 Utilities	7,100	5,600	7,500	1,900	34%
74 Repair and Maintenance	13,500	6,000	13,400	7,400	123%
75 Insurance	1,600	1,100	1,000	(100)	-9%
<b>76 Total Reservation Collection System Expenses</b>	<b>\$ 100,100</b>	<b>\$ 88,900</b>	<b>\$ 89,000</b>	<b>\$ 100</b>	<b>0%</b>

<b>77 Total Expenses</b>	<b>\$ 1,779,735</b>	<b>\$ 1,874,600</b>	<b>\$ 1,918,000</b>	<b>\$ 43,400</b>	<b>2%</b>
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# Santa Ynez Community Services District

## DRAFT Budget 2024 / 2025

	FY 24 Projected Actuals	FY 24 Adopted Budget	FY 25 Proposed Budget	\$ Variance	% Variance
78	<b>Net Income = Revenue - Expenses</b>				
	\$ 446,165	\$ 186,100	\$ 417,300	\$ 231,200	124%
79	<b>Capital Expenditures</b>				
80	(8,990)	(95,000)	(961,000)	(866,000)	912%
81	<b>Total Capital Expenditures</b>				
	\$ (8,990)	\$ (95,000)	\$ (961,000)	\$ (866,000)	912%
82	<b>Debt Service</b>				
83	(50,200)	(50,200)	(51,600)	(1,400)	3%
84	(36,700)	(36,700)	(35,200)	1,500	-4%
85	<b>Total Debt Service</b>				
	(86,900)	(86,900)	(86,800)	100	
86	<b>Net Increase (Decrease) to Reserves</b>				
	\$ 350,275	\$ 4,200	\$ (630,500)	\$ (634,700)	

87	Beginning Reserves July 1, 2023	\$ 5,880,660	\$ 5,880,660	\$ 6,230,935
88	Addition / (Drawdown) of Reserves	350,275	4,200	(630,500)
89	<b>Ending Reserves June 30, 2024</b>	<b>\$ 6,230,935</b>	<b>\$ 5,884,860</b>	<b>\$ 5,600,435</b>

# Santa Ynez Community Services District

## FY 2024/25 Proposed Budget

### District Budget

#### Revenue

##### Operating Revenue

**Line 3 – Sewer Service Fees** include sewer service fees for connected parcels. Increase per rate schedule defined by the rate study.

**Line 4 – Sewer Benefit Fees** include fixed sewer fees for every parcel where sewer service is available. The fee does not increase, but the number of parcels assessed may increase yearly. No increase for FY 24.

**Line 5 – Other Charges for Services** include plan check, inspection, and Board room rental fees. Increase for increased Board Room rental rate and usage.

##### Non-Operating Revenue

**Line 8 – Property Taxes** include Ad Valorem tax revenue assessed by Santa Barbara County for all properties annexed to the District. Increase for annual growth.

**Line 9 – Annexation Fees** include fees for annexing properties to the District that are currently outside the District boundaries. Conservative budget for new properties.

**Line 10 – Chumash Reservation Contract** includes reimbursement of expenses from operations of the Chumash Wastewater Treatment Plant, reservation lift station, and collection. Includes an administration charge for District costs, including utilities, computers, and supplies. Increase for higher costs of reimbursed expenses.

**Line 11 – Investment Earnings** include earnings from cash and investments held with Five Star Bank, Mechanics Bank, King Capital Advisors (CDs), and the Local Agency Investment Fund (LAIF). Increase for additional funds invested and for higher interest rates.

**Line 12 – Other Revenue** includes miscellaneous reimbursements and other income not accounted for in the above accounts. Budget conservatively due to unpredictable revenue.

**Line 15 – Capacity Fees** include fees to connect to the District's sewer line for purchasing future capacity in the City of Solvang Wastewater Treatment Plant. Conservative increase for additional service connections.

# Santa Ynez Community Services District

## FY 2024/25 Proposed Budget

### Expenses

#### Operations

**Line 19 – Salaries** include 55% of General Manager, 45% Officer Manager/Board Secretary, 2% Chief Plant Operator, 80% Operations Supervisor, and 85% Collection Operators' salaries. Increase includes a 5% step increase, 3.5% cost of living increase, and salary allocation adjustments among departments.

**Line 20 – Employee Benefits** include health insurance, retirement, and additional retirement contributions paid by the District. Decrease for salary allocation adjustments among departments and lower costs due to staff demographics.

**Line 21 – Insurance** includes property, general liability, and worker's compensation insurance. Increase due to allocation adjustments, based on the FY 24 invoice, to the most appropriate departments.

**Line 22 – Legal Services** include general legal fees paid by the District.

**Line 23 – Consultant Fees** include professional services for demographers and engineering. No change for FY 25. See additional consulting fees on Line 49 – Audit and Accounting Services.

**Line 24 – Memberships and Subscriptions** include staff memberships and subscriptions such as the County of Santa Barbara Water Agency.

**Line 25 – Office and Miscellaneous Expenses** include printing and publications, postage, office equipment, supplies, and uniforms for operations staff. Decrease to reflect actuals from FY 24.

**Line 26 – Employee Meetings, Seminars, and Travel** includes training for operations staff and certifications and travel for Directors, GM, Secretary/Treasurer.

**Line 27 – Repair and Maintenance** includes miscellaneous building repairs and maintenance, including parking, flooring, windows, and cleaning. Increase for anticipated higher costs.

**Line 28 – Computer Operations** include regular computer operations support. Increase for anticipated additional support.

**Line 29 – Permit Fees** include air pollution control fees. Increase for anticipated higher costs and to reflect FY 24 actual expenses.

**Line 30 – Collection System** includes repairs and maintenance of the collection system. Increase for anticipated higher costs.

**Line 31 – Pump Station** includes repairs and maintenance on 246 and Golden Inn pump stations.

**Line 32 – Vehicle Repair and Maintenance** includes routine repair and maintenance costs of District-owned vehicles. Increase for anticipated higher costs.

## Santa Ynez Community Services District FY 2024/25 Proposed Budget

**Line 33 – Lab Testing** includes testing of manholes to verify the composition and strength of wastewater. Placeholder for unanticipated costs.

**Line 34 – Utilities** include electricity for pump stations. Increase for higher rates.

**Line 35 – Project/GIS** includes monthly Geographic Information System support charges. Increase to reflect FY 24 actual expenses.

**Line 36 - Solvang Flow Charges** - monthly charge for the treatment of wastewater and project costs at the Wastewater Treatment Plant.

**Line 37 - Solvang Capital Improvements** Santa Ynez CSD has little control over Solvang's annual Wastewater Treatment Plant capital expenditures. SYCSD pays approximately 20% of their capital improvements. \$180,000 is from the Solvang 10-year Capital Improvement Plan.

### **General and Administrative**

**Line 40 – Salaries** include 35% of the General Manager and 45% of the Office Manager/Board Secretary salaries. Increase includes a 5% step increase, 3.5% cost of living increase, General Manager contract salary increase, and higher percentages of salaries designated.

**Line 41 – Employee Benefits** include health insurance, retirement, and supplemental retirement contributions paid by the District. Decrease reflects General Manager becoming self-insured.

**Line 42 – Insurance** includes property, general liability, and worker's compensation insurance. Increase due to allocation adjustments, based on the FY 24 invoice, to the most appropriate departments.

**Line 43 – Memberships and Subscriptions** include staff memberships and subscriptions such as the California Special Districts Association and the Chamber of Commerce.

**Line 44 – Computer Operations** includes regular computer operations support. Increase for anticipated additional support.

**Line 45 – LAFCO Fees** include an estimated local Agency Commission Formation (LAFCO) budget cost.

**Line 46 – Property Tax Fees** include County charges for collecting property taxes. Increase consistent with property tax revenue increase.

**Line 47 – Legal Services** include general legal fees paid by the District. Increase for anticipated higher costs.

**Line 48 – Audit and Accounting Services** include costs for an annual external audit of the financial statements and services to assist with accounting and audit preparation. Decrease due to Office Manager taking over most financial aspects, with only monthly and annual oversight now needed.



## Santa Ynez Community Services District

### FY 2024/25 Proposed Budget

**Line 49 – Office and Miscellaneous Expenses** include printing and publications, postage, office equipment, supplies, pre-screening exams, uniforms, bank charges, payroll processing fees, and retirement service fees. Increase to reflect FY 24 actual expenses.

**Line 50 – Employee Meetings, Seminars, and Travel** include educational and training opportunities for staff and Board members.

**Line 51 – Utilities** include telephone and internet charges for the District office. Increase for higher rates.

**Line 52 – Repair and Maintenance** includes miscellaneous office repairs and maintenance. Increase for anticipated higher costs.

#### **Building**

**Line 55 – Utilities** include the District building's water, electric, and gas charges. Increase for higher rates.

**Line 56 – Building Repair and Maintenance** includes miscellaneous building repairs and maintenance, including parking, flooring, windows, and cleaning. Increase for anticipated higher costs.

**Line 57 – Insurance** includes property, general liability, and worker's compensation insurance. Increase due to allocation adjustments, based on the FY 24 invoice, to the most appropriate departments.

#### **Chumash Wastewater Treatment Plant (WWTP)**

**Line 60 – Salaries** include 96% of the Chief Plant Operator, 5% General Manager, 5% Officer Manager/Board Secretary, 5% Operations Supervisor, and 5% Collection Operators' salaries. Includes a 5% step increase and a 3.5% cost of living increase. Decrease due to salary allocation adjustments among departments.

**Line 61 – Employee Benefits** include health insurance, retirement, and supplemental retirement contributions paid by the District. Increase due to salary allocation adjustments among departments.

**Line 62 – Utilities** include fuel and telephone charges for the WWTP. Increase for higher rates.

**Line 63 – Repair and Maintenance** includes repairs and maintenance at the WWTP. Increase for anticipated higher costs.

**Line 64 – Memberships and Subscriptions** include staff memberships and subscriptions such as the California Water Environment Association and Grade IV operator certificates.

## Santa Ynez Community Services District

### FY 2024/25 Proposed Budget

**Line 65 – Employee Meetings, Seminars, and Travel** includes educational and training opportunities for staff.

**Line 66 – Lab Testing** includes testing of wastewater for permit compliance. Decrease due to change in governmental testing requirements.

**Line 67 – Insurance** includes worker's compensation insurance for District staff based on hours worked. Increase due to allocation adjustments, based on the FY 24 invoice, to the most appropriate departments.

**Line 68 – Miscellaneous Expenses** include staff uniforms and other expenses. Increase to reflect FY 24 actual expenses.

#### **Reservation Collection System**

**Line 71 – Salaries** include 5% of General Manager, 5% Officer Manager/Board Secretary, 2% Chief Plant Operator, 15% Operations Supervisor, and 10% Collection Operators' salaries. Includes a 5% step increase and a 3.5% cost of living increase. Decrease due to salary allocation adjustments among departments.

**Line 72 – Employee Benefits** include health insurance, retirement, and supplemental retirement contributions paid by the District. Decrease due to salary allocation adjustments among departments.

**Line 73 – Utilities** include electric and telephone charges for the lift station. Increase for higher rates.

**Line 74 – Repair and Maintenance** includes repairs and maintenance for the Reservation lift station and collection lines. Increase to reflect FY 24 actual expenses.

**Line 75 – Insurance** includes worker's compensation insurance for District staff based on hours worked. Decrease due to allocation adjustments, based on the FY 24 invoice, to the most appropriate departments.

# Santa Ynez Community Services District

## FY 2024/25 Proposed Budget

### Capital and Debt Service

#### **Capital**

**Line 80 - District Capital Improvement Projects** budgeted for FY 25 are outlined in the Board Memo. They include Ductile Iron Pipe Lining, new work truck, relining manholes, and sewer system expansion.

#### **Debt Service**

**Line 83 - Horizon Loan Principal** includes the annual principal installment for the agreement with Municipal Finance Corporation for the cost of constructing improvements at the wastewater facilities.

**Line 84 - Horizon Loan Interest** includes the annual interest installment for the agreement with Municipal Finance Corporation for the cost of constructing improvements at the wastewater facilities.

**Line 89 - Net Increase (Decrease) to Reserves** is budgeted to decrease the Reserve by \$630,500. Decrease due to anticipated capital improvement projects.

# District Debt

The District financed the Horizon Mainline extension project with a loan from Municipal Finance Corporation in the amount of \$1,300,000. The terms of the loan include an interest rate of 3% and a 20-year repayment timeline. The costs are anticipated to be recouped through service charges from the residents of Horizon Drive as they connect to the District sewer collection system. The District is making annual payments of \$86,815.89. The second payment will be made July 22, 2024 and is presented in the FY 2024/25 Budget. As of April 30, 2024, \$131,400 in debt proceeds remain to be spent toward the project.

## Debt Schedule

Pmt #	Due Date	Installment	Principal	Interest
1	7/23/2022	86,815.89	48,725.89	38,090.00
2	7/23/2023	86,815.89	50,153.56	36,662.33
3	7/22/2024	86,815.89	51,623.06	35,192.83
4	7/22/2025	86,815.89	53,135.61	33,680.28
5	7/22/2026	86,815.89	54,692.49	32,123.40
6	7/22/2027	86,815.89	56,294.98	30,520.91
7	7/21/2028	86,815.89	57,944.42	28,871.47
8	7/21/2029	86,815.89	59,642.19	27,173.70
9	7/21/2030	86,815.89	61,389.71	25,426.18
10	7/21/2031	86,815.89	63,188.43	23,627.46
11	7/20/2032	86,815.89	65,039.85	21,776.04
12	7/20/2033	86,815.89	66,945.51	19,870.38
13	7/20/2034	86,815.89	68,907.02	17,908.87
14	7/20/2035	86,815.89	70,925.99	15,889.90
15	7/19/2036	86,815.89	73,004.13	13,811.76
16	7/19/2037	86,815.89	75,143.15	11,672.74
17	7/19/2038	86,815.89	77,344.84	9,471.05
18	7/19/2039	86,815.89	79,611.04	7,204.85
19	7/18/2040	86,815.89	81,943.65	4,872.24
20	7/18/2041	86,815.89	84,344.48	2,471.41
<b>Totals</b>		<b>1,736,317.80</b>	<b>1,300,000.00</b>	<b>436,317.80</b>

**Revised Exhibit "A-1"**  
**Effective January 1, 2024**

Schedule of Capacity Fees					
User		Flow/	Strength	ERU	Capacity
Classification	Class Description	Unit (gpd)	Factor	Multiple	Fees [1]
<b>Residential</b>					
Single Family	Dwelling	215	1.00	1.00	\$ 10,824.16
Multi-family	Dwelling, Apartment, Condominiums	215	1.00	1.00	\$10,824.16
Accessory Dwelling Unit	Dwelling	N/A	N/A	0.74	[2]
<b>Mobile Home/Trailers</b>					
Manager Residence	Dwelling	215	1.00	1.00	\$10,824.16
Trailer Space <20 ft. wide	Travel Trailer Space	160	1.00	0.74	\$8,056.17
Trailer Space	Residence or Park	215	1.00	1.00	\$10,824.16
Mobile Home Park Laundry	Laundry	140	1.00	0.65	\$7,048.09
<b>Retirement Facility</b>					
Manager Residence	Dwelling	215	1.00	1.00	\$10,824.16
Rooms w/o Kitchens	Dwelling	100	1.00	0.47	\$5,035.32
Rooms w/ Kitchens	Dwelling	150	1.00	0.70	\$7,552.13
<b>Non-Residential</b>					
<b>Motel/Hotel</b>					
Manager Residence	Dwelling	215	1.00	1.00	\$10,824.16
Rooms w/o Kitchens	Guest House	100	1.00	0.47	\$5,035.32
Rooms w/ Kitchens	Guest House	150	1.00	0.70	\$7,552.13
Laundrettes, per machine	Each washing machine	160	1.00	0.74	\$8,056.17
Beauty & Barber Shops	Business	215	1.00	1.00	\$10,824.16
Each Sink Over 2	Station Chair	100	1.00	0.47	\$5,035.32
Gas Station w/Restroom	Business	325	1.00	1.51	\$16,363.52
Cocktail Lounge	Up to 50 seats	430	1.00	2.00	\$21,650.01
Additional Seating	Per seat	8	1.00	0.04	\$402.21
Market, Major	W/meat & produce dept. (first 20 DFUs)	750	1.76	6.14	\$66,458.76
Convenience Market	No food preparation, dry goods only	215	1.00	1.00	\$10,824.16
Convenience Market w/Deli	Food preparation with sinks (first 20 DFUs)	270	1.76	2.21	\$23,925.83
Deli	Food preparation with sinks (first 20 DFUs)	260	1.00	1.21	\$13,089.80
Office & Retail	Professional & Commercial Retail	215	1.00	1.00	\$10,824.16
Units w/o Toilets	Each unit w/central toilet facility	100	1.00	0.47	\$5,035.32
Restaurant Full Service	Up to 21 seats	600	1.76	4.91	\$53,167.01
Additional Seating - Food	Per seat	12	1.76	0.10	\$1,064.09
Additional Seating - Bar/Banquet	Per seat	8	1.00	0.04	\$402.21
Coffee Specialty Retail	Up to 21 seats (incl 50% outdoors)	270	1.00	1.26	\$13,593.84
Restaurant - Fast Food	No seating (first 20 DFUs)	240	1.76	1.96	\$21,266.46
<b>YMCA [3]</b>					
<b>Institutional</b>					
Church	Base rate	215	1.00	1.00	\$10,824.16
Pre/Elementary School, Per Student	Per student & staff	7	1.00	0.03	\$324.15
High School, per Student	Per student & staff w/kitchens and showers	9	1.00	0.04	\$453.13
Museum	Tax exempt	215	1.00	1.00	\$10,824.16
Post Office	Tax exempt	215	1.00	1.00	\$10,824.16
Public Park	Per toilet room	500	1.00	2.33	\$25,173.21

**Miscellaneous**

Senior Living						
Manager Residence	Dwelling	215	1.00	1.00	\$10,824.16	
Per Bed	Per Bed	125	1.00	0.58	\$6,293.11	
Food Service	Up to 21 seats	600	1.76	4.91	\$53,167.01	
Additional Seating (per seat)	Per seat	12	1.76	0.10	\$1,064.09	
Recovery Ranch						
Manager Residence	Dwelling	215	1.00	1.00	\$10,824.16	
Per Bed	Per Bed	70	1.00	0.33	\$3,524.14	
Food Service	Up to 21 seats	600	1.76	4.91	\$53,167.01	
Additional Seating (per seat)	Per seat	12	1.76	0.10	\$1,064.09	
Medical, Dental, Veterinarian						
Clinic or Building (per 1,000 sf)	Professional & Commercial, per 1,000 sf	300	1.15	1.60	\$17,369.00	
Billiard/Café (per 1,000 sf)	per 1,000 sf	150	1.15	0.80	\$8,684.50	
Food Service	Up to 21 seats	600	1.76	4.91	\$53,167.01	
Additional Seating (per seat)	Per seat	12	1.76	0.10	\$1,064.09	
Cocktail Lounge with Food	Food preparation with sinks (first 20 DFUs)	430	1.76	3.52	\$38,101.03	
Additional Seating	Per seat	8	1.76	0.07	\$708.86	
Car Wash	Business	1,350	1.15	7.22	\$78,160.48	
Winery and Wine Tasting	No food preparation, dry goods only	270	1.00	1.26	\$13,593.13	
Wine Tasting with Food	Food preparation with sinks (first 20 DFUs)	430	1.76	3.52	\$38,101.03	
Additional Seating	Per seat	8	1.76	0.07	\$708.86	

# Sewer Service Charges

User	
Classification	FY 2024-25
Projected Rate Increase [1]	4.25%
<b>Residential Fixed Charges</b>	
Single Family	\$86.87
Multi-family	\$86.87
Second Unit/Studios	\$64.65
Mobile Home/Trailers	
Manager Residence	\$86.87
Trailer Space	\$86.87
Mobile Home Park Laundry	\$56.56
Retirement Facility	
Manager Residence	\$86.87
Rooms w/o Kitchens	\$40.41
Rooms w/ Kitchens	\$60.60
<b>Non-Residential Fixed Charges</b>	
Motel/Hotel	
Manager Residence	\$86.87
Rooms w/o Kitchens	\$40.41
Rooms w/ Kitchens	\$60.60
Laundrettes, per machine	\$64.65
Beauty & Barber Shops	\$86.87
Each Sink Over 2	\$40.41
Gas Station w/Restroom	\$131.33
Cocktail Lounge	\$173.74
Additional Seating	\$3.23
Market, Major	\$533.35
Convenience Market	\$86.87
Convenience Market w/Deli	\$192.01
Deli	\$105.05
Office & Retail	\$86.87
Units w/o Toilets	\$40.41
Restaurant Full Service	\$426.67
Additional Seating - Food	\$8.54
Additional Seating - Bar/Banquet	\$3.23
Coffee Specialty Retail	\$109.10
Restaurant - Fast Food	\$170.67
YMCA [2]	-

**Institutional**

Church	\$86.87
Pre/Elementary School, Per Student	\$2.61
High School, per Student	\$3.64
Museum	\$86.87
Post Office	\$86.87
Public Park	\$202.02

**Additional Sewer Service Charges**

Senior Living	
Manager Residence	\$86.87
per Bed	\$50.50
Food Service	\$426.67
Additional Seating (per seat)	\$8.54
Recovery Ranch	
Manager Residence	\$86.87
per Bed	\$28.28
Food Service	\$426.67
Additional Seating (per seat)	\$8.54
Medical, Dental, Veterinarian	
Clinic or Building (per 1,000 sf)	\$139.39
Billiard/Café (per 1,000 sf)	\$69.70
Food Service	\$426.67
Additional Seating (per seat)	\$8.54
Cocktail Lounge with Food	\$305.77
Additional Seating	\$5.69
Car Wash	\$627.26
Winery and Wine Tasting	\$109.10
Wine Tasting with Food	\$305.77
Additional Seating	\$5.69

[1] All sewer service charges are effective July 1.

[2] The YMCA has a payment agreement based on annual fl