



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
www.montsan.org

BOARD PACKET

For the Regular Board Meeting of

Wednesday, August 21, 2024

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AGENDA

For the Regular Meeting of the Board on:

August 21, 2024

The regular meeting of the Governing Board will begin at **12:00 p.m. on August 21, 2024** in the District's Board Room at 1042 Monte Cristo Lane, Santa Barbara, CA 93108.

The public may attend the meeting in person or participate remotely via Zoom using the following virtual meeting details:

By visiting: <https://us02web.zoom.us/j/86118975917>

Or by calling: 1-669-900-6833

Meeting ID: 861 1897 5917

1. CALL TO ORDER

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. PRESIDENT'S REPORT

D. AGENDA CHANGES/DELETIONS

2. PUBLIC COMMENT

Public comment on items not on the agenda is **limited to 3 minutes** and is at the discretion of the Board President. For further instructions, please see [Instructions for Public Comment](#) on the District's website.

3. APPOINTMENT HEARING

It is recommended that the Board consider:

- i) Conducting brief interviews of the applications received for the vacant board position; and
- ii) Selecting and appointing a new Director; and
- iii) Taking such additional, related action that may be desirable.

4. CEREMONIAL SWEARING IN OF NEW DIRECTOR

The Board President will administer a ceremonial swearing in of the selected and appointed new Director.

5. APPOINTMENT OF BOARD TREASURER

It is recommended that the Board consider appointing a new Treasurer by majority vote.

6. COMMITTEE REPORTS

It is recommended that the Board receive and file a report provided by the following committee(s):

- A. The Montecito Sanitary District Finance Committee (Directors Johnson and Barrett) will report on their July 24, 2024 and August 15, 2024 meeting.

7. CONSENT CALENDAR

- A. Payables from June 1, 2024 through June 30, 2024
- B. Board Meeting Minutes of the June 19, 2024 Regular Meeting
- C. Board Meeting Minutes of the June 27, 2024 Special Meeting
- D. Board Meeting Minutes of the July 11, 2024 Special Meeting
- E. Board Meeting Minutes of the July 17, 2024 Regular Meeting
- F. Board Meeting Minutes of the July 30, 2024 Special Meeting
- G. Board Meeting Minutes of the August 1, 2024 Special Meeting
- H. Fiscal Year 2023-24 Unaudited Quarterly Financial Reports – June 30, 2024
- I. Authorize Director Johnson to attend the CSDA Annual Conference from September 8–12, 2024 on behalf of the Board

8. CLOSED SESSION

A. PUBLIC COMMENT

Public comment on closed session item(s).

B. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE § 54957.6)

Name of District Negotiator to Attend Closed Session: John Weigold, General Manager

Name of Employee Organizations: Service Employees International Union (SEIU) Local 620, Montecito Sanitary District Management Group, General Manager

9. UPDATED FISCAL YEAR 2024-25 REPRESENTED SALARY SCHEDULE

It is recommended that the Board consider:

- i) Approving the updated Fiscal Year 2024-25 Salary Schedules for the Represented staff; and
- ii) Take such additional, related action that may be desirable.

10. 1950 LEMON RANCH SEWER MAIN RELOCATION AND DEDICATION AGREEMENT

It is recommended that the Board consider:

- i) Rescinding the previous Dedication Agreement for the sewer main relocation located at 1950 Lemon Ranch; and
- ii) Approving the updated Dedication Agreement for the sewer main relocation located at 1950 Lemon Ranch; and
- iii) Determine that this action is not subject to California Environmental Quality Act (CEQA) pursuant to State CEQA Categorical Exemption 15302 (c) as well as Statutory Exemption 15282 (k) of the Public Resources Code Section 21080.21.

11. SEPTIC-TO- SEWER STRATEGIC PLAN AND COLLECTION SYSTEM MASTER PLAN UPDATE

It is recommended that the Board:

- i) Receive a presentation from Staff on the Septic-to-Sewer Strategic Plan and the Collection System Master Plan; and
- ii) Take such additional, related action that may be desirable.

12. GENERAL MANAGER’S REPORT

General Manager John Weigold will provide informational, nonactionable updates regarding matters before the District.

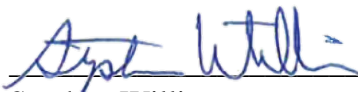
13. ITEMS FOR FUTURE AGENDAS

The next regularly scheduled Board meeting will be held on September 18, 2024 at 12:00 pm.

14. ADJOURNMENT

The Montecito Sanitary District has resumed in-person meetings in accordance with the Brown Act. The District also provides alternative methods of remote participation which permit members of the public to observe and address public meetings remotely via telephone or Zoom. These methods of participation can be accessed through the internet link provided at the top of this agenda.

This agenda was posted on the District website, and at the Montecito Sanitary District Bulletin Board in accordance with the requirements of the Brown Act. Attested by:



Stephen Williams

Business and Administrative Manager/Clerk of the Board

ADA – The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's programs, services or activities because of any disability. If you need special assistance to participate in this meeting, please contact the District Office at 969-4200.



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MONTECITO SANITARY DISTRICT STAFF REPORT – 3

DATE: August 21, 2024
TO: Board of Directors
FROM: John Weigold, General Manager
SUBJECT: Appointment Hearing

RECOMMENDATION

It is recommended that the Board consider:

- i) Conducting brief interviews of the applications received for the vacant Board position; and
- ii) Selecting and appointing a new Director; and
- iii) Taking such additional, related action that may be desirable.

BACKGROUND

Director Ed Martin resigned his position on the Board of Directors effective July 17, 2024. On July 24, 2024 the District posted a Notice Of Intention to Fill Vacancy and collected applications through August 13, 2024. Two members of the public submitted applications for consideration by the Board to fill the vacant seat.

The appointee will assume Ed Martin's seat on the Board of Directors and will serve until December 6, 2024.

FISCAL IMPACT

None.

ATTACHMENTS:

1. Board of Directors Application Package



Board Member Application

The Position:

NOTICE IS HEREBY GIVEN pursuant to Section 1780 of the Government Code of the State of California that a vacancy exists on the Board of Directors of the Montecito Sanitary District effective July 17, 2024 and that the vacancy in said office may be filled by the remaining Directors by appointment. This office, to which an appointment may be made and for which such vacancy exists, will be from the date of appointment and will expire on December 6, 2024.

Eligibility Requirements:

To be eligible for consideration and appointment to the board, you must be 1) at least 18 years of age; 2) registered to vote; and 3) a Resident of the Montecito Sanitary District. To be considered for the position, applications and resumes shall be hand delivered to the District's office or submitted via the District's Job Opportunities webpage no later than 5:00 pm on Wednesday May 18, 2022.

Please Print

Date 08/8/2024

Name Glaser Diantha Megan
Last First Middle

Business Telephone () _____ Home Telephone () (805)-448-4422

Address of Residence 140 Tiburon Bay Lane Santa Barbara CA 93108
No. Street City State Zip

Mailing Address if different from Address of Residence

No. Street City State Zip

Date 08/8/2024

Applicant's Signature Diantha Glaser

District's Address:

Montecito Sanitary District
1042 Monte Cristo Lane
Santa Barbara, CA 93108

DIANTHA GLASER, MS

140 TIBURON BAY LANE
SANTA BARBARA, CA
dianthaglaser@gmail.com 805.448.4422

EDUCATION

UNIVERSITY OF WISCONSIN-MADISON

Madison, WI

- **MS: Freshwater & Marine Science, August 2016 (Advisor: Dr. Daniel Noguera)**
- Thesis topic: “Exploring the Co-Digestion of Food Waste Generated at UW-Madison in the Anaerobic Digesters at the Madison Metropolitan Sewerage District (MMSD)”
- Relevant Courses: Water Chemistry 500, Toxicants in the Environment 600, Environmental Engineering: Biological Treatment Processes 821, and Problems in Oceanography 750
- Designed and led master’s research project to evaluate the anaerobic co-digestion of acid digested sludge and source separated organics (food waste)
- Research conclusions were presented by Madison Metropolitan Sewerage District engineers at several Central States Water Environment Association Conferences

UNIVERSITY OF SAN FRANCISCO

San Francisco, CA

- **BS: Environmental Science, May 2010**
- Relevant Courses: Restoration Ecology 320, Environmental Monitoring 410, Ecology-Human Impact 210, Environmental Data Analysis 250, Energy and Environment 350, Solar Tech in US and China 498, Literature & the Environment 235, Air and Water 212, and Theory of Evolution 400
- **Capstone Project Restoration Ecology: Quality Assurance Project Plan (QAPP) for Redwood Creek at Muir Beach**
 - Focused on the biologically unique community known to be home to the endangered coho salmon, California red-legged frogs, and threatened steelhead trout
 - Deployed Multiparameter Sondes for data collection and performed in-situ water quality/habitat monitoring
- **Senior Project Solar Technology in US and China:**
 - Developed proposal for energy policy in Western China, focused on overcoming power supply difficulties faced by rural and remote areas
 - Researched and compared several renewable energy sources to power various rural/remote locations that varied by site specific meteorological conditions

PROFESSIONAL EXPERIENCE

2011 – 2013

Applied Ecological Services, Inc. Staff Ecologist/Project Manager

Brodhead, WI

- Prairie and Oak Savanna Remnant Identification and Assessment in Wisconsin’s Southwest Grasslands and Streams Conservation Area
 - Performed remote surveys, aerial reconnaissance, landowner contact, GPS record keeping and verification, site navigation, and data management
 - Excelled in ArcGIS mapping, data processing, storage and transfer
 - Presented findings and reported to: Department of Natural Resources Wisconsin
- Wetland Water Cooling Partnership: The Use of Restored Wetlands to Enhance Thermoelectric Power Plant Cooling and Mitigate the Demand of Surface Water Use
 - Assessed watershed runoff capture, seasonal water availability, natural habitat potential, phosphorus removal treatment processes, other removal processes, and cooling water temperature reduction
 - Cooling water recycling potential, and groundwater aquifer recharge
 - Presented findings and reported to: United States Department of Energy
- Increasing Soil Carbon: Regenerative Agriculture and Adaptive Multi-Paddock (AMP) Grazing
 - Aided in the development/testing of Verified Carbon Standard (VCS) Approved Soil Carbon Quantification Method using Giddings Soil Sampling Equipment
 - Reviewed farm soil management method, precipitation zone, ecosystem biodiversity, investigated combinations of desirable plant species leading to increased stability, resilience and productivity

- 2013** **University of Southern California** **Los Angeles, CA**
Research Intern, Jed Fuhrman, Ph.D.
- Cultivated ten different phytoplankton cultures postulated to exist at San Pedro Ocean Time-series, the site of the Fuhrman lab's long-term study involving biogeochemical measurements
 - Assisted in identifying previously unknown relationships between phytoplankton and bacteria
 - Maintained weekly extraction of community DNA
 - Used polymerase chain reaction to prepare the samples for Illumina 16S ribosomal gene sequencing
 - Prepared daily epifluorescence slides to enumerate the bacteria and phytoplankton throughout the experiment
- 2013 – 2014** **University of Wisconsin-Madison** **Madison, WI**
Research Intern, Timothy J. Donohue, Ph.D.
Wisconsin Energy Institute, Great Lakes Bioenergy Research Center
- Cultivated *Escherichia coli* and *Rhodobacter sphaeroides* bacterial strains with high Fatty Acid Methyl Ester (FAME) content for biofuel production
 - Cloning methods were used to remove or replace genes with mutations predicted to increase fatty acid production
 - Sequence verified plasmids containing the target genes were inserted and mutated bacterial strains were grown to the optimal density for FAME extraction
 - Extracted FAMES were identified using gas liquid chromatography-mass spectrometry
- 2014 – 2016** **University of Wisconsin-Madison** **Madison, WI**
Graduate Research Assistant, Daniel Noguera, Ph.D.
Madison Metropolitan Sewerage District, University of Wisconsin-Madison Office of Sustainability
- Evaluated the anaerobic co-digestion of acid digested sludge and Source Separated Organics (food waste) on a bench-scale using food waste from two campus food waste generators (Union South and Harvest Grains) and simulated digester content matching conditions specific to the MMSD digesters
 - Collaborated with MMSD staff and engineers to direct project focuses
 - Educated, trained, and supervised undergraduate assistants, designed several databases, and managed project budget
 - Assessed full-scale operational benefits and potential issues associated with the addition of Source Separated Organics by monitoring system stability and parameters including: biogas production, methane content, solids reduction, Volatile Fatty Acids (VFA), (Ammonia/TKN), nutrient impact on side streams, and dewatering/thickening characteristics
 - Presented findings and reported to: MMSD project committee, Union South staff, UW Office of Sustainability department, fellow researchers, and graduate committee
 - Collaborated with the UW communications department to engineer process diagrams and design informative posters to be placed in Union South and Harvest Grains dining facilities
- 2017** **Wisconsin Department of Natural Resources** **Madison, WI**
Senior Financial Specialist for the Community Financial Assistance Bureau
- Designed program procedures and work plans to maintain trails for snowmobile and ATV riders/clubs in Northern Wisconsin
 - Trained individuals and groups of county snowmobile coordinators and snowmobile clubs in the implementation of the new software system for trail planning
 - Developed county coordinator guide for snowmobile and ATV trail grant program
 - Facilitated online and in-person meetings of snowmobile trail grant managers and community services specialist
 - Prepared Community Financial Assistance grant agreements
- 2017** **Merrill Lynch** **Madison, WI**
Client Associate
- Banking and investment sales and support:
 - Provided information and assistance to financial advisers
 - Acted as client liaison and educated customers and associates regarding sales processes
 - Opened new customer accounts/maintaining client account information
 - Established new customer portfolios
 - Generated data and developed reports for customer accounts and portfolios

2017 – Present Career Break to raise family

Santa Barbara, CA

- Participated in a cooperative preschool assisting professional teachers in the classroom
- Coached YMCA basketball and baseball teams
- Managed family finances, schedules, and organized childcare
- Creating a nature focused environment, instilling conservation values, and expressing the importance of inclusion while raising happy, healthy children

S K I L L S

Biological/Ecological

- | | |
|--|-----------------------------|
| ▪ Natural Resource Inventory | ▪ Bird point count sampling |
| ▪ Macroinvertebrate sampling | ▪ Master Plan preparation |
| ▪ Fish population surveys | ▪ Hydrological monitoring |
| ▪ Giddings Soil Sampling/Coring & Drilling | ▪ Pitfall trapping |
| ▪ Prescribed burning and brushing | ▪ Biomass sampling |
| ▪ Avocado and lemon farming/irrigation | ▪ Wetland delineations |
| ▪ Predatory biological insect control | ▪ Rare species surveys |

Bilingual

- Proficient in speaking and writing Spanish

Software

- | | |
|---|--------------------|
| ▪ Microsoft Office products | ▪ Salesforce (CRM) |
| ▪ Telog instruments and software | ▪ ArcGIS |
| ▪ STELLA Modeling and Simulation Software | ▪ HOBOWare |

P A S T P R O F E S S I O N A L O R G A N I Z A T I O N S

- Lower Sugar River Watershed Association: Science Team Leader, Strategic Planning Committee Member
- Nottawaseppi Huron Band of Potawatomi Manoomin: Wild Rice Restoration, harvesting, and tribal member/public volunteer
- Central States Water Environment Association: Member
- Biological Honor Society: Member
- Solid Waste Association of North America (SWANA) and Land Trust: Exhibitor
- Aldo Leopold Nature Center: Volunteer



Board Member Application

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Please Print Date 8-7-24

Name NEWQUIST DANA E.
Last First Middle

Business Telephone (805) 637 8641 Home Telephone () None

Address of Residence 605 Juan Crespi Santa Barbara CA 93108
No. Street City State Zip

Mailing Address if different from Address of Residence

No. Street City State Zip

Date 8-7-24

Applicant's Signature Dana E. Newquist

District's Address: Montecito Sanitary District
1042 Monte Cristo Lane
Santa Barbara, CA 93108

Resume of Dana E. Newquist

605 Juan Crespi Ln.

Santa Barbara Ca. 93108

805-637-8641

sbdana@aol.com

Background:

Born in Chicago Illinois to Wesley & Ruth Newquist as #4 of 7 children.

The family moved to Glen Ellyn Ill. in 1952 where Dana spend most of his Early years.

In 1965 he graduated from Glenbard West High School.

Sister Karen had married and moved to Riverside California in 1964. Dana moved to Riverside and enrolled in Riverside City College after High School.

Military Service-1968 Dana was drafted into the US Army. Having been a Pre-Med student, the Army selected Medic status for Newquist sending him to Ft. Sam Houston TX. AIT training was completed at Letterman General Hospital (San Francisco) and final assignment was AFEES Boston MA. (Armed Forces Entrance & Examination Station)

Mr. Newquist became NCOIC (Non Commissioned Officer in Charge) of the Medical Station and was discharged in August of 1971.

Education Riverside City College 1965-1968 AA Riverside CA.

Northeastern University 1969-1971 Boston MA

Universal Life Church 1995-1996 Ordained Minister San Francisco

Career(s)

Sages Complete Markets 1971-1973 Manager and Purchasing Agent For Home and Garden Departments for the 7 Store Chain

E.R. Squibb & Sons 1973-1978 Area Manager for the "Central Coast Territory"-Carpinteria to Paso Robles with detailing responsibilities to all medical professionals of Squibb Pharmaceuticals.

Los Angeles Drug Company 1978-1981 District Manager for all sales from Los Angeles to Paso Robles of Pharmaceuticals and OTC products.

Computer Plaza 1981-1985 Founder of Computer Plaza that was established next to Harry's Plaza Cafe.

Computer Village 1983-1986 Founder of Computer Village that became a small chain of stores (5) on the Central Coast.

Montecito Video 1986-1996 Founder of Montecito Video located in the “Upper Village” of Montecito

Summerland Video 1987-1990 Purchased Summerland Video

Alzheimer’s Four Seasons 1996-2001 Founder of Alzheimer’s Four Seasons Located in Santa Barbara

Mission Villa 2000-2021 Built a 12 bed facility for the service of Alzheimer’s Patients. I sold Mission Villa in 2021.

Civic Involvement

1974-1978 President of the Pharmaceutical Representatives of the Central Coast

1986-1987 President of the Merchants Association of Montecito

2000-2006 Director of Central Coast Alzheimer’s Association

2002-Present Director Murphy Auto Museum, Oxnard CA.

2002-2008 Director and Treasurer of the Montecito Association.

2003-2012 Director of the Montecito Fire Protection District

2002-Present Chair of the Coeta and Donald Barker Foundation

2004-2008 Director of the Sansum Diabetes Research Institute

2007-Present President AACA (Antique Automobile Club of America Santa Barbara Region)

2011-2017 President Montecito Historical Archive INC.

2018-2022 Director of the Montecito Sanitary District

2022-Present Director Pierre Claeysen’s Veteran Foundation

Licenses

1996-2022 RCFE (Residential Care Facility of Elderly)
Administrator

1996-Present California Real Estate Salesperson

2004-2005 California NHA (Nursing Home Administrator) Program
with preceptor George Kolva (Casa Dorinda)

Community Activities

Chaired, organized and founded numerous events:
Montecito "Village 4th" Parade-Chair 1996 to date
Montecito Beautification Day-Chair various years
Alzheimer's Association Committee for several Galas-Events
1996-2006 Red Cross Instructor-Volunteer
2010-2020 Montecito Motor Classic-CoFounder
Organizer of more Car Shows than I can recount, including Father's
Day AACA Casa Dorinda

Honors

Citizen of the Year-Montecito Association 2009
Grand Marshall-Montecito Association "Village 4th" 2016
Honoree-Montecito Motor Classic 2018



Respectfully Submitted,
Dana Newquist
605 Juan Crespi Ln
Santa Barbara CA 93108
805-637-8641
sbdana@aol.com



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BOARD LIST OF PAYABLES – JUNE 2024

<u>CHECK DATE</u>	<u>SUMMARY & TYPE</u>	<u>BATCH TOTAL</u>
06/07/2024	ACCOUNTS PAYABLE	132,832.34
06/12/2024	ACCOUNTS PAYABLE	56,973.81
06/21/2024	ACCOUNTS PAYABLE	47,624.30
	Subtotal	\$ 237,430.45
06/12/2024	CAPITAL IMPROVEMENT PROJECTS	408,454.42
06/12/2024	RECYCLED WATER FUND	109,965.00
06/21/2024	CAPITAL IMPROVEMENT PROJECTS	23,906.86
	Subtotal	\$ 542,326.28
06/09/2024	PAYROLL	96,975.99
06/23/2024	PAYROLL	98,556.41
	Subtotal	\$ 195,532.40
	<u>TOTAL</u>	<u>\$ 975,289.13</u>

*All Invoices were reviewed and approved by Department Managers

**All Invoices and Payments were reviewed and approved and checks signed by the General Manager

***Board Treasurer, Edwin Martin, approved all payables by email prior to check mailing

Check History Report

Sorted By Check Number

Activity From: 6/1/2024 to 6/30/2024

MONTECITO SANITARY DISTRICT (MSD)

Bank Code: B OPERATING CASH (MBT)

Check Number	Check Date	Name	Check Amount	Description
0000029349	6/7/2024	ACME ANALYTICAL SOLUTIONS	2,867.03	Analyzer Chemicals
0000029350	6/7/2024	ACWA/JPIA	31,064.61	Medical/Dental/Life Insurance Premium
0000029351	6/7/2024	AMAZON CAPITAL SERVICES	817.50	Computer Supplies, Back Support, Buckets, Rat Traps
0000029352	6/7/2024	AT&T MOBILITY	46.48	Office Data Port-June
0000029353	6/7/2024	AUTOZONE, INC	14.76	Vehicle Supplies
0000029354	6/7/2024	BARTLETT, PRINGLE & WOLF, LLP	3,626.50	Annual Financial Audit Progress Payment
0000029355	6/7/2024	BRITTANY BESSE	103.00	Travel Expense Reimbursement for Notary Training
0000029356	6/7/2024	BIG GREEN CLEANING COMPANY	2,603.00	Janitorial Services-June
0000029357	6/7/2024	BNY OF NEW YORK MELLON	1,980.00	Annual Administrative Fee
0000029358	6/7/2024	CED ROYAL INDUSTRIAL SOLUTIONS	213.70	Plant Maintenance Materials
0000029359	6/7/2024	CINTAS CORPORATION #684	2,119.05	Uniforms, Towels, Floor Mats, Disposable Gloves-May
0000029360	6/7/2024	COLANTUONO, HIGHSMITH & WHATLEY,	3,238.70	Legal Counsel Services-May
0000029361	6/7/2024	COMPUVISION COMMUNICATIONS	2,770.10	Laptop Replacement, Cybersecurity, Adobe License, IT services-May/June
0000029362	6/7/2024	CORT	44.00	Deed Report-May
0000029363	6/7/2024	CALIFORNIA WATER ENVIRONMENT	103.00	Certification Renewal-Flores
0000029364	6/7/2024	D&H WATER SYSTEMS	450.55	Plant Maintenance Materials
0000029365	6/7/2024	DOCU PRODUCTS	13.56	Copier Maintenance Agreement-June
0000029366	6/7/2024	FISHER SCIENTIFIC	219.77	Lab Testing Supplies
0000029367	6/7/2024	FRONTIER	1,242.17	Phone Service for Lift Stations 1, 2, 4 & WWTP-May
0000029368	6/7/2024	GLS COMPANIES	780.00	Landscaping Services-May
0000029369	6/7/2024	GRAINGER	1,363.04	Measuring Wheel, Cam & Groove Couplings, Plant Maintenance Materials
0000029370	6/7/2024	JUAN O'S MOBILE REPAIR	1,625.00	Remove/Replace Air Dryer Assembly on Vac-Con
0000029371	6/7/2024	MARBORG INDUSTRIES	181.99	Portable Restroom Rental-May
0000029372	6/7/2024	MONTECITO BANK & TRUST (Credit Card Payment)	1,616.68	Staff Luncheon, Board Lunches, Fuel, Office Chair, Membership Dues, Lab Water, Carwash
0000029373	6/7/2024	MCCORMIX CORP	1,235.78	Vehicle Fuel 05/01-05/31/24
0000029374	6/7/2024	MCMaster-CARR SUPPLY COMPANY	81.86	Plant Maintenance Materials
0000029375	6/7/2024	MONTECITO JOURNAL	200.00	Ordinance 23 Publication
0000029376	6/7/2024	MOTION INDUSTRIES, INC	7,838.59	Clarifier Drive Gear Reducer, A/B Blower Filters
0000029377	6/7/2024	MOUNTAIN SPRING WATER	235.80	Bottled Drinking Water, Cooler Rental-
0000029378	6/7/2024	MONTECITO WATER DISTRICT	715.24	Water Services-May
0000029379	6/7/2024	GARY (or) JEANNE NEWMAN	2,487.00	Sewer Spill Cleanup Reimbursement-1631 Posilipo Ln
0000029380	6/7/2024	OILFIELD ENVIRONMENTAL &	851.10	Outside Lab Analyses
0000029381	6/7/2024	PAYCHEX OF NEW YORK, LLC	532.41	Payroll Services-May
0000029382	6/7/2024	JOSHUA PEREZ	221.00	CWEA Membership Renewal Reimbursement
0000029383	6/7/2024	PHOENIX CIVIL ENGINEERING	2,925.00	Engineering Services for RFP Support
0000029384	6/7/2024	PLUMBERS DEPOT, INC	5,233.75	Confined Space Radios, CCTV Camera Repair
0000029385	6/7/2024	RALPH ANDERSEN & ASSOCIATES	1,150.00	Salary Survey-May
0000029386	6/7/2024	RINGCENTRAL, INC.	706.46	Phone Services-May
0000029387	6/7/2024	SOUTHERN CALIFORNIA EDISON CO	16,777.28	Electric Service 04/24-05/22/24
0000029388	6/7/2024	SEIU LOCAL 620	759.68	Union Dues
0000029389	6/7/2024	STANDARD INSURANCE COMPANY	3,372.14	Short/Long Term Disability Premium-June
0000029390	6/7/2024	STREAMLINE	375.00	Website Hosting Services-June
0000029391	6/7/2024	TAFT ELECTRIC COMPANY	7,322.65	On-Call Electrical/Instrumentation Services
0000029392	6/7/2024	UNIVAR SOLUTIONS	16,115.04	Sodium Bisulfite & Hypochlorite
0000029393	6/7/2024	UNDERGROUND SERVICE ALERT	164.00	Dig Alert Tickets-May
0000029394	6/7/2024	LOS ANGELES TRUCK CENTERS, LLC	625.68	Vehicle Parts
0000029395	6/7/2024	WEF MEMBERSHIP	361.00	Membership Renewal-Felix
0000029396	6/7/2024	JOHN WEIGOLD	439.34	Travel Expense Reimbursement for CASA Conference
0000029397	6/7/2024	WORLD WATER WORKS, INC	722.35	Plant Maintenance Materials
0000029398	6/7/2024	ZWORLD GIS	2,280.00	GIS Development & Support Services-June

0000029399	6/12/2024	COMPUVISION COMMUNICATIONS	1,365.00	IT Services-ayY
0000029400	6/12/2024	CALIFORNIA WATER ENVIRONMEN	98.00	Lab Analyst 1 Renewal-Villafana
0000029401	6/12/2024	ENGEL & GRAY, INC	3,777.66	Biosolids Hauling - May
0000029402	6/12/2024	ENVIRONMENTAL SCIENCE ASSOC	37,023.31	Coastal Hazards Monitoring Plan
0000029403	6/12/2024	IDEXX DISTRIBUTION, INC	269.61	Lab Testing Supplies
0000029404	6/12/2024	JOY EQUIPMENT PROTECTION, INC	537.11	Annual Fire Extinguisher Servicing
0000029405	6/12/2024	LARRY'S AUTO PARTS	1,700.59	Parts For VAC-CON, Generator & Pumps
0000029406	6/12/2024	MARBORG INDUSTRIES	786.95	Refuse Disposal/Recycling - June
0000029407	6/12/2024	MILPAS RENTAL INC	139.86	Equipment Rental
0000029408	6/12/2024	SOCAL GAS	246.71	Gas Service for Admin/Trtmt/Coll - June
0000029409	6/12/2024	DOUGLAS (or) CHRISTINA TUDOR	1,150.00	Deposit Refund - 43 Humphrey Road
0000029410	6/12/2024	UNIVAR SOLUTIONS	2,739.01	Sodium Bisulfite - 820 Gallons
0000029411	6/12/2024	WATER SYSTEMS CONSULTING, IN	640.00	Sewer Model Development/Calibration - May
0000029412	6/12/2024	WW SURVEYING, INC.	6,500.00	On-Call Surveying - 1583 S Jameson Lane
0000029413	6/21/2024	A-OK POWER EQUIPMENT-SB	119.58	Property Maintenance Tools
0000029414	6/21/2024	AT&T MOBILITY	41.83	Office Data Port-June
0000029415	6/21/2024	AUTOZONE, INC	11.73	Stethoscope for Treatment Plant
0000029416	6/21/2024	CANON FINANCIAL SERVICES INC	152.93	Canon Copier Lease Payment-June
0000029417	6/21/2024	CORT	44.00	Deed Report-May
0000029418	6/21/2024	COX BUSINESS	160.39	Wireless Internet Services-June
0000029419	6/21/2024	FILIPPIN ENGINEERING	2,102.50	1950 Lemon Ranch Road Sewer Main Relocation
0000029420	6/21/2024	FRONTIER	535.99	Phone Service for Lift Stations 1,2,4 & WWTP
0000029421	6/21/2024	GEOGRAPHIC DATA & MANAGEMENT	925.00	GIS Database Update, Tax Assessment
0000029422	6/21/2024	GLS COMPANIES	3,300.00	Hedge Trimming & Cleanup on Monte Cristo Lane
0000029423	6/21/2024	MCCORMIX CORP	770.94	Vehicle Fuel 06/01-06/15/2024
0000029424	6/21/2024	MOTION INDUSTRIES, INC	1,999.19	Tools for Treatment Operations
0000029425	6/21/2024	SERVICEMASTER ANYTIME	24,554.70	Final Payment for Maintenance Building Structural &
0000029426	6/21/2024	STAPLES	2,211.11	Staff/Board Room Supplies, Office Supplies
0000029427	6/21/2024	UNIVAR SOLUTIONS	10,035.24	Sodium Bisulfite and Hypochlorite
0000029428	6/21/2024	LOS ANGELES TRUCK CENTERS, LLC	314.69	Vac-Con Parts
0000029429	6/21/2024	WICK BOILER SERVICES, INC	344.48	Repair and replace hot surface igniter on boiler in Lab
			237,430.45	

Bank Code: G CAPITAL IMPROVEMENT CASH (MBT)				
Check Number	Check Date	Name	Check Amount	Description
0000001467	6/12/2024	ASPECT ENGINEERING GROUP	5,176.98	CIP T003; Engineering Services for the SCADA Implementation Project
0000001468	6/12/2024	BEST CONTRACTING SERVICES, INC.	13,259.65	CIP F001; Construction Progress Payment for the Admin/Ops Roof Replacement Project
0000001469	6/12/2024	MONTECITO BANK & TRUST	6,909.55	CIP C010; California Fish & Wildlife Permit for the Protect -In-Place of District Facilities
0000001470	6/12/2024	NATIONAL AUTO FLEET GROUP	76,664.25	CIP CEQU: Ford F350 Truck Replacement
0000001471	6/12/2024	STANTEC CONSULTING SERVICES INC.	116,034.24	CIP C010; Engineering Design Services for the Protective Measures of District Facilities
0000001472	6/12/2024	TIERRA CONTRACTING INC	169,373.61	CIP C002; HWY 101 Sewer Main Protect-In-Place
0000001473	6/12/2024	FILIPPIN ENGINEERING	300.00	CIP C002; HWY 101 Sewer Main Protect-In-Place
0000001474	6/12/2024	MICHAEL K. NUNLEY & ASSOCIATES, INC.	11,380.00	CIP C005; Engineering Services for the Manhole Rehabilitation Project
0000001475	6/12/2024	TRI-COUNTY RHINO		VOID
0000001476	6/12/2024	SOUTHLAND WATER TECHNOLOGIES	9,356.14	CIP CEQU: Ford F350 Truck Bedliner
0000001477	6/21/2024	CA DEPT. OF FISH & WILDLIFE	4,073.50	CIP NO. C010; CA Fish & Wildlife License for the
0000001478	6/21/2024	CUSHMAN CONTRACTING, INC	19,833.36	CIP NO. T012; Construction Services for the Clarifier
			432,361.28	



Montecito Sanitary District

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MINUTES

For the Regular Meeting of the Board on:

June 19, 2024

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a regular meeting at 12:09 pm on Wednesday, June 19, 2024. The meeting was also broadcast using Zoom teleconferencing.

ATTENDANCE

Board Members Present:

Directors Hogan, Johnson, Martin, Ohlmann, and Ellwood T. Barrett II

Board Members Absent:

None

Also Present and Participating:

John Weigold, MSD General Manager

Stephen Williams, MSD Business and Administrative Manager

Aleks Giragosian, MSD General Legal Counsel

Matt Slentz, Colantuono, Highsmith & Whatley

Bryce Swetek, MSD Engineering Manager

Ricardo Larroude, MSD Collections & Maintenance Superintendent

Carole Rollins, MSD Laboratory & Pretreatment Manager

2. PUBLIC COMMENT

No members of the public addressed the Board.

3. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION (GOVERNMENT CODE § 54956.9(D)(2))

Reportable Action: None

B. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE § 54957.6)

Name of District Negotiator to Attend Closed Session: Aleks Giragosian, District Legal Counsel

Name of Employee: John Weigold, General Manager

Reportable Action: None

4. CONSENT CALENDAR

ON MOTION by Director Hogan, Seconded by Director Martin, the Board voted to approve the following Consent Calendar items:

- A. Payables from May 1, 2024 through May 31, 2024
- B. Board Meeting Minutes of the March 14, 2024 Regular Meeting
- C. Board Meeting Minutes of the March 20, 2024 Special Meeting
- D. Board Meeting Minutes of the March 28, 2024 Special Meeting
- E. Board Meeting Minutes of the April 4, 2024 Special Meeting
- F. Board Meeting Minutes of the April 17, 2024 Regular Meeting
- G. Board Meeting Minutes of the May 3, 2024 Special Meeting
- H. Board Meeting Minutes of the May 9, 2024 Special Meeting
- I. Board Meeting Minutes of the May 15, 2024 Regular Meeting
- J. Board Meeting Minutes of the June 5, 2024 Special Meeting
- K. Resolution 2024-975 – Collecting Sewer Service Charges on the County Tax Roll
- L. Highway 101 Sewer Crossing Relocation Project Notice of Completion
- M. Highway 101 Roundabouts Project Notice of Completion
- N. Administration/Operations Building Roof Project Notice of Completion
- O. Award of Contract – Channel Drive Improvement Project
- P. Award of Contract – Fiscal Year 2024-25 Sewer Main Lining Project
- Q. Emergency Bypass Pumper Purchase

AYES: Directors Hogan, Johnson, Martin, Ohlmann, and Barrett
NAYS: None
ABSTAIN: None
ABSENT: None

5. COMMITTEE REPORTS

- A. Directors Johnson and Martin reported on the June 12, 2024 Finance Committee meeting.
- B. Directors Hogan and Barrett reported on the May 14, 2024 Wastewater Treatment Plant Upgrades & Maintenance Ad Hoc Committee meeting.

6. FISCAL YEAR 2024-25 BUDGET ADOPTION

ON MOTION by Director Martin, Seconded by Director Ohlmann, the Board adopted the Fiscal Year 2024-25 Proposed Budget.

AYES: Directors Martin, Ohlmann, and Barrett
NAYS: None
ABSTAIN: Director Johnson
ABSENT: Director Hogan

NOTE: Director Hogan left the meeting at 5:00 p.m. prior to the vote.

7. COASTAL HAZARDS MONITORING PLAN UPDATE

The Board received a presentation from Staff regarding its Coastal Hazards Monitoring Plan. No action was taken.

NOTE: Director Johnson left the meeting at 5:18 p.m.

8. ELECTRIC VEHICLE CHARGING POLICY

ON MOTION by Director Ohlmann, Seconded by Director Barrett, the Board voted to:

- i) Approve an Electric Vehicle Charging Policy with updated language regarding charging a nominal fee to the end user reimbursing the District for its electric costs through administrative means to be determined by Staff.

AYES: Directors Martin, Ohlmann, and Barrett

NAYS: None

ABSTAIN: None

ABSENT: Directors Hogan and Johnson

9. MONTECITO SANITARY DISTRICT AND MONTECITO WATER DISTRICT RECYCLED WATER MEMORANDUM OF UNDERSTANDING UPDATE

The Board received a presentation from Staff regarding the current status of a Memorandum of Understanding between Montecito Sanitary District and Montecito Water District regarding Recycled Water. No action was taken.

10. DISTRICT BENEFITS

This item was continued to a future Board Meeting.

11. GENERAL MANAGER'S REPORT

The Board received a nonactionable update from General Manager John Weigold on relevant matters currently facing the District.

12. ITEMS FOR THE NEXT AGENDA

The next Board meeting will be a General Meeting of the Board on July 17, 2024. The following topics were brought up as potential agenda items:

- Special Meeting to continue Labor Negotiations for all employees.
- Report from Staff on the Collection System and its 77 miles of pipe

13. ADJOURNMENT

The meeting adjourned at 6:18 pm ON MOTION by Director Ohlmann, Seconded by Director Martin.

Board Meeting Minutes June 19, 2024

These minutes were presented for approval at the Regular Board Meeting on August 21, 2024.

Ellwood T. Barrett II, President

Minutes taken and prepared by:

Stephen Williams
Business and Administrative Manager/Clerk of the Board



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MINUTES

For the Special Meeting of the Board on:

June 27, 2024

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a special meeting at 12:05 pm on Thursday, June 27, 2024. The meeting was also broadcast using Zoom teleconferencing.

ATTENDANCE

Board Members Present:

Directors Hogan, Johnson, Martin, Ohlmann, and Ellwood T. Barrett II

Board Members Absent:

None

Also Present and Participating:

John Weigold, MSD General Manager

Stephen Williams, MSD Business and Administrative Manager

Ricardo Larroude, MSD Collections & Maintenance Superintendent

Aleks Giragosian, MSD General Legal Counsel

2. PUBLIC COMMENT

No members of the public addressed the Board.

3. CLARIFIER MAINTENANCE CONTRACT

ON MOTION by Director Barrett; Seconded by Director Hogan, the Board voted to:

- i) Authorize the General Manager to award a contract with Cushman Contracting Corporation (CCC) for Wastewater Clarifier Maintenance in the amount of \$60,000; and
- ii) Authorize the General Manager to approve expenditures of up to \$6,000 (10%) as a change order allowance for any necessary changes in scope of work.

AYES: Directors Hogan, Johnson, Ohlmann, and Barrett

NAYS: None

ABSTAIN: Director Martin

ABSENT: None

4. DISTRICT BENEFITS

The Board received a presentation from Staff on the Districts current benefits.

5. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE §54957.6)

Name of District Negotiator to Attend Closed Session: John Weigold, General Manager

Name of Employee Organizations: Service Employees International Union (SEIU) Local 620, Montecito Sanitary District Management Group

Reportable Action: None

B. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE §54957.6)

Name of District Negotiator to Attend Closed Session: Aleks Giragosian, MSD General Legal Counsel

Name of Employee: John Weigold, MSD General Manager

Reportable Action: None

6. ITEMS FOR THE NEXT AGENDA

The next Board meeting will be a General Meeting of the Board on July 17, 2024. No topics were brought up as potential future agenda items.

7. ADJOURNMENT

The meeting adjourned at 5:01 pm ON MOTION by Director Johnson, Seconded by Director Hogan.

These minutes were presented for approval at the Regular Board Meeting on August 21, 2024.

Ellwood T. Barrett II, President

Minutes taken and prepared by:

Stephen Williams
Business and Administrative Manager/Clerk of the Board



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MINUTES

For the Special Meeting of the Board on:

July 11, 2024

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a special meeting at 12:05 pm on Thursday, July 11, 2024. The meeting was also broadcast using Zoom teleconferencing.

ATTENDANCE

Board Members Present:

Directors Hogan, Johnson, Martin, Ohlmann, and Ellwood T. Barrett II

Board Members Absent:

None

Also Present and Participating:

John Weigold, MSD General Manager

Stephen Williams, MSD Business and Administrative Manager

Aleks Giragosian, MSD General Legal Counsel

Doug Johnson, Ralph, Andersen & Associates

2. PUBLIC COMMENT

No members of the public addressed the Board.

3. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE § 54957.6)

Name of District Negotiator to Attend Closed Session: Aleks Giragosian, District Legal Counsel

Name of Employee and/or Organizations: Service Employees International Union (SEIU) Local 620, Montecito Sanitary District Management Group, General Manager

Reportable Action: None

4. ITEMS FOR THE NEXT AGENDA

The next Board meeting will be a General Meeting of the Board on July 17, 2024. No topics were brought up as potential future agenda items.

5. ADJOURNMENT

The meeting adjourned at 4:49 pm ON MOTION by Director Hogan, Seconded by Director Martin.

Board Meeting Minutes July 11, 2024

These minutes were presented for approval at the Regular Board Meeting on August 21, 2024.

Ellwood T. Barrett II, President

Minutes taken and prepared by:

Stephen Williams
Business and Administrative Manager/Clerk of the Board



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MINUTES

For the Regular Meeting of the Board on:

July 17, 2024

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a regular meeting at 12:16 pm on Wednesday, July 17, 2024. The meeting was also broadcast using Zoom teleconferencing.

ATTENDANCE

Board Members Present:

Directors Hogan, Johnson, Ohlmann, and Ellwood T. Barrett II

Board Members Absent:

Director Martin

Also Present and Participating:

John Weigold, MSD General Manager

Stephen Williams, MSD Business and Administrative Manager

Aleks Giragosian, MSD General Legal Counsel

2. PUBLIC COMMENT

No members of the public addressed the Board.

3. CLOSED SESSION

A. PUBLIC EMPLOYEE EVALUATION (GOVERNMENT CODE § 54957)

Title: General Counsel, Colantuono, Highsmith & Whatley, PC

Reportable Action: None

B. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE § 54957.6)

Name of District Negotiator to Attend Closed Session: Aleks Giragosian, District Legal Counsel

Name of Employee and/or Organizations: Service Employees International Union (SEIU) Local 620, Montecito Sanitary District Management Group, General Manager

Reportable Action: None

NOTE: Director Johnson left at 2:30 p.m. prior to the end of closed session.

4. CONSIDERATION OF AWARDING THE PROTECTIVE MEASURES OF DISTRICT FACILITIES (JANUARY 2023 STORM) PROJECT

ON MOTION by Director Ohlmann, Seconded by Director Barrett, the Board voted to:

- i) Award a contract with Cushman Contracting (Cushman) for their low bid amount of \$1,154,865 for the creek bank restoration work located at four different project sites within the District's boundary; and
- ii) Authorize the General Manager to execute the contract and approve expenditures of up to ten percent (10%) of the bid, amounting to \$115,486.50, to cover any cost increases that may result from contract change orders for extra work or other scope changes; and
- iii) Determine that this action is not subject to California Environmental Quality Act (CEQA) pursuant to State CEQA Exempt Status: Categorical Exemption Class 2 (Section 15302) and Class 4 (Section 15304) as well as Statutory Exemption (State Code 15269).

AYES: Directors Hogan, Ohlmann, and Barrett
NAYS: None
ABSTAIN: None
ABSENT: Directors Johnson and Martin

5. GENERAL MANAGER'S REPORT

The Board received a nonactionable update from General Manager John Weigold on relevant matters currently facing the District.

6. ITEMS FOR THE NEXT AGENDA

The next Board meeting will be a Special Meeting of the Board on July 30, 2024. The following topics were brought up as potential agenda items:

- Brief report from the Investment Committee
- Consideration of other CPA Firms to conduct annual audits
- Short presentation on status of financial audit

7. ADJOURNMENT

The meeting adjourned at 4:00 pm ON MOTION by Director Hogan, Seconded by Director Ohlmann.

Board Meeting Minutes July 17, 2024

These minutes were presented for approval at the Regular Board Meeting on August 21, 2024.

Ellwood T. Barrett II, President

Minutes taken and prepared by:

Stephen Williams
Business and Administrative Manager/Clerk of the Board



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MINUTES

For the Special Meeting of the Board on:

July 30, 2024

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a special meeting at 10:14 am on Tuesday, July 30, 2024. The meeting was also broadcast using Zoom teleconferencing.

ATTENDANCE

Board Members Present:

Directors Hogan, Johnson, Ohlmann, and Ellwood T. Barrett II

Board Members Absent:

None

Also Present and Participating:

John Weigold, MSD General Manager
Stephen Williams, MSD Business and Administrative Manager
Aleks Giragosian, MSD General Legal Counsel

NOTE: President Ellwood T. Barrett II announced during his President's Report that an Ad Hoc consisting of Directors Ohlmann and Barrett was formed to review the Salary Study and make recommendations to the Board at a future board meeting.

2. PUBLIC COMMENT

No members of the public addressed the Board.

3. DISCUSSION ON DISTRICT AUDITOR

The Board received a presentation from staff regarding its financial auditor.

4. DISCUSSION ON DISTRICT CASH AND INVESTMENTS

The Board received a presentation from staff on its current cash and investments.

5. CLOSED SESSION

A. PUBLIC EMPLOYEE EVALUATION (GOVERNMENT CODE §54957)

Title: General Manager

Reportable Action: None

6. ITEMS FOR THE NEXT AGENDA

The next Board meeting will be a General Meeting of the Board on August 21, 2024. Items requested to be included on the next agenda are as follows:

- Consider moving more MSD funds to its Charles Schwab account
- Interview, appoint, and swear in a new Board Member
- Labor Negotiation Closed Session and Open Session Item
- Public Evaluation Closed Session and Open Session Item

NOTE: Phil Hogan stated his intention to resign from the Board of Directors at a future date in the fall.

7. ADJOURNMENT

The meeting adjourned at 1:35 pm ON MOTION by Director Hogan, Seconded by Director Johnson.

These minutes were presented for approval at the Regular Board Meeting on August 21, 2024.

Ellwood T. Barrett II, President

Minutes taken and prepared by:

Stephen Williams
Business and Administrative Manager/Clerk of the Board



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MINUTES

For the Special Meeting of the Board on:

August 1, 2024

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a special meeting at 1:03 pm on Thursday, August 1, 2024. The meeting was also broadcast using Zoom teleconferencing.

ATTENDANCE

Board Members Present:

Directors Hogan, Johnson, Ohlmann, and Ellwood T. Barrett II

Board Members Absent:

None

Also Present and Participating:

John Weigold, MSD General Manager

Stephen Williams, MSD Business and Administrative Manager

Aleks Giragosian, MSD General Legal Counsel

2. PUBLIC COMMENT

No members of the public addressed the Board.

3. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE §54957.6)

Name of District Negotiator to Attend Closed Session: Aleks Giragosian, MSD General Legal Counsel

Name of Employee Organizations: Service Employees International Union (SEIU) Local 620

Reportable Action: None

4. ITEMS FOR THE NEXT AGENDA

The next Board meeting will be a General Meeting of the Board on August 21, 2024. Items requested to be included on the next agenda are as follows:

- Board Meeting Minutes

5. ADJOURNMENT

The meeting adjourned at 2:20 pm ON MOTION by Director Hogan, Seconded by Director Johnson.

Board Meeting Minutes August 1, 2024

These minutes were presented for approval at the Regular Board Meeting on August 21, 2024.

Ellwood T. Barrett II, President

Minutes taken and prepared by:

Stephen Williams
Business and Administrative Manager/Clerk of the Board



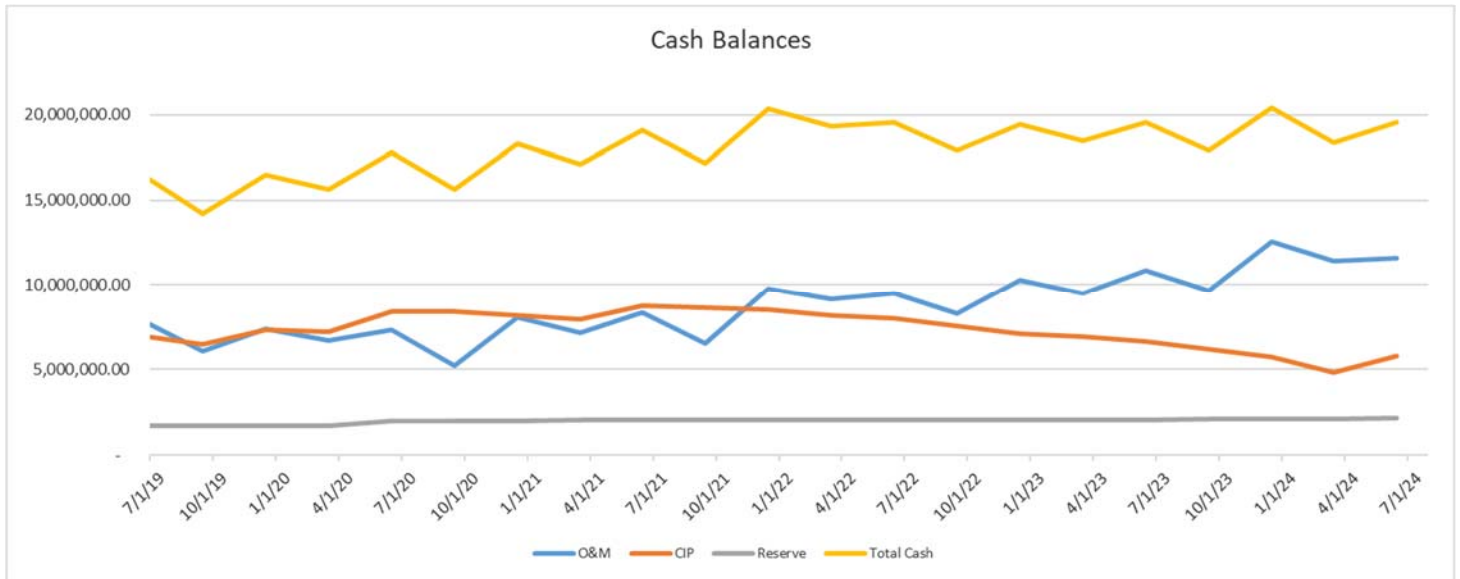
Fiscal Year 2023-24 Unaudited Quarterly Financial Summary Memo

For the Quarter Ended 6/30/2024

FINANCIAL HEALTH AND CASH POSITIONS

As of **June 30, 2024** the District is in a sound financial position. It maintains a healthy cash balance sufficient to cover its short term and long term obligations. The District also maintains a balance of **\$2.25M** in Reserve funds, which is equal to approximately **5** months of Operations & Maintenance (O&M) expenditures (approximately **\$450,00** per month). Typical business practice is to hold at least 3-6 months of cash on hand for emergencies, along with adequate insurance holdings, and based on this metric the District is within that range with its operating reserves.

Below is a chart detailing the District’s cash positions over the past five years:



Below is a chart detailing the current cash balances the District maintains compared to last quarter:

	Balance at 3/31/2024	Balance at 6/30/2024	Difference
Operations & Maintenance	\$ 11,440,177	\$ 11,599,707	\$ 159,530
Capital Improvement Projects	4,799,959	5,806,712	1,006,752
Reserve	2,112,927	2,135,503	22,576
Total Available Cash	<u>\$ 18,353,063</u>	<u>\$ 19,541,921</u>	<u>\$ 1,188,859</u>

Table 1. Fiscal Year 2023-24 Current Cash Comparison – Currenty Quarter vs. Prior Quarter

REVENUES

For Fiscal Year 2023-24, the District anticipated approximately **\$7.75M** in revenues between its two main revenue types: Operating and Non-operating revenue. The District receives approximately 96% of its revenues through two allocations from the County of Santa Barbara’s Property Tax apportionment, which occurs in December and April of each year. The District realized total revenues of **\$8,066,431**, which is **4%** higher than anticipated. The District has sufficient cash on hand to handle the timing of revenues, so no temporary borrowing is necessary for the District to meet its current and expected obligations.

Table 2 below shows the breakdown of revenue received for the period ending **June 30, 2024**.

OPERATIONS & MAINTENANCE BUDGET TO ACTUAL SUMMARY

OPERATING AND NONOPERATING REVENUES

	2023-24 Budget	2023-24 Actuals	Difference
Operating Revenues			
Service Charges	\$ 6,650,000	\$ 6,644,349	\$ (5,651)
Connection Fees	125,000	293,049	168,049
Other Services	75,000	49,540	(25,460)
Total Operating Revenues	\$ 6,850,000	\$ 6,986,937	\$ 136,937
Nonoperating Revenues			
Property Taxes	\$ 725,000	\$ 790,617	\$ 65,617
Interest Income	175,000	288,877	113,877
Total Nonoperating Revenues	\$ 900,000	\$ 1,079,494	\$ 179,494
Total Revenues	\$ 7,750,000	\$ 8,066,431	\$ 316,431

Table 2. Fiscal Year 2023-24 Budget to Actuals - Revenue

Operating and Non-operating Revenue Noteworthy Items:

- Sewer Service Charges - The District’s primary source of revenues comes from Sewer Service Charges.** The District submitted all Sewer Service Charges to the County for inclusion on connected properties Property Tax bills in early July. This method saves a substantial amount of administrative time having to bill, collect, and reconcile over 3,000 sewer service bills to customers. The District received **\$6,644,349** in Fiscal Year 2023-24, which is within **0.01%** of what was budgeted.
- Connection Fees –** The District has seen a higher number of connection fees mostly due to the increase in applications for Accessory Dwelling Unit connections. Properties that connect this year will be placed on the next fiscal years’ tax roll.
- Other Services –** The District collects various fees as it relates to inspection services, sewer availability inquiries, engineering review services, agreements, and administrative certifications. The District realized approximately **\$25,000** less in revenue than anticipated, and this has been factored into next Fiscal Years budget.
- Property Tax –** The District’s ½ of 1% Property Tax Revenue is collected in the same manner as the Sewer Service Charges. The County released an estimated property tax revenue figures in mid-October and the District is expected to receive **\$770,332**, which is **\$45,332** higher than budgeted for Fiscal Year 2023-24. The District actually received **\$790,617**, which is even higher than Auditor-Controller estimates.
- Interest Income –** The District began budgeting for Interest Income in Fiscal Year 2023-24. Higher interest yields coupled with less than anticipated CIP spending led interest income to be higher than expected. The Fiscal Year 2024-25 budget was developed with the higher interest rate environment in mind.

OPERATING EXPENDITURES

	2023-24 Budget	2023-24 Actuals	Difference	% of Budget
Operating Expenditures				
Salaries and Benefits	\$ 3,289,900	\$ 3,033,460	\$ 256,440	92%
Insurance	119,200	127,165	(7,965)	107%
Maintenance & Repairs	180,000	325,262	(145,262)	181%
Goods & Supplies	138,500	113,996	24,504	82%
Professional Services	352,000	231,059	120,941	66%
Administrative Costs	400,000	403,463	(3,463)	101%
Plant & Lab Operating Costs	635,000	569,084	65,916	90%
Safety, Training, & Travel	53,500	41,894	11,606	78%
Utilities	302,500	302,822	(322)	100%
Total Operating Expenditures	\$ 5,470,600	\$ 5,148,205	\$ 322,395	94%

Table 3. Fiscal Year 2023-24 Budget to Actuals - Expenditures

The District’s Operations and Maintenance expenditure budget was close to what the District anticipated for the Fiscal Year, with **94%** of the budget being utilized.

Below is a deeper analysis of some of the areas the District wishes to highlight for the Board from its Operations & Maintenance budget to actuals:

Operating Expenditures Noteworthy Items:

- **6270 – Standby Pay** – In February of 2023 a new Memorandum of Understanding was negotiated and entered into with SEIU Local 620. Part of that contract included an increase to the standard Standby Pay rate along with a provision wherein employees could elect to collect Comp Time Off in lieu of Standby Pay. As such budget for Standby Pay assumed a certain percentage would elect to collect Comp Time off, but in how its played out more have elected to take the Standby Pay. The budget for Fiscal Year 2024-25 was adjusted accordingly based on the percentages utilized during the current fiscal year.
- **7121 – Property Maintenance** – This line item went over budget primarily due to repairs needed to the Operations Building as a result of a Eucalyptus tree falling on it. The District paid **\$122,550** during the year, of which all will be reimbursed through insurance with the exception of the **\$10,000** deductible. Furthermore the District paid **\$18,850** in unanticipated Eucalyptus Tree removal to prevent future falls from damaging critical District infrastructure as this has occurred twice since December of 2021. Other costs were mostly in line with budget.
- **7129 – Lift Station Parts** – Approximately **\$10,000** in unanticipated costs were incurred during the fiscal year to replace the metal doors at Lift Station 1 and Lift Station 4. Another **\$4,000** was needed to replace a Controller at Lift Station 4.
- **7461 – Professional Services – Legal** – This line item will now only track costs for the District’s General Legal Counsel (Colantuono Highsmith & Whatley). The District has drastically reduced its use of legal counsel compared to the last couple fiscal years. Staff expects this line item to be well under budget at the end of the year and will take into account for the Fiscal Year 2024-25 Budget Development.

- **7464 – Professional Fees – Computer/GIS** – In the first quarter staff implemented Office 365 which moves the District into a cloud-based network setup. This transition saves the District money when compared to replacing the physical servers it used to house on site as well as creates efficiencies with data backup/integration with the District’s new GIS upgrades. There have been several hardware needs unanticipated during the fiscal year (new laptops and desktops to replace fully depreciated machines as well as upgrades needed for SCADA and other asset management projects). Staff will monitor in future monthly periods to see if a budget revision is necessary.
- **7466 – Professional Services – Human Resources** – This line item has gone over budget due to a \$20,000 contract for recruitment services pertaining to the District’s recently filled Administrative Technician II position as well as the \$34,350 for Ralph, Andersen & Associates to perform a District-wide Total Compensation Study.
- **7510 - Contracted Services/Labor** – This line item is overbudget primarily to unanticipated electrical on call services that were approximately \$23,500 more than the prior fiscal year, primarily due to services needed during the extreme wet season we had from December through March. Additionally the District paid its initial setup and management fees for its Planetbids bidding services for \$7,375.
- **7653 – Chemicals** – Staff finalized a new contract at the end of the fiscal year for one of its chemical suppliers that will save 5% compared to the prior vendor. As such chemical costs are anticipated to be very similar in the next fiscal year.
- **7763 – Electricity** – The Board has expressed concern about electricity bills in the past. In Fiscal Year 2023-24 the District was within 3% of its budget, and next years budget includes a slight increase for anticipated rate increases.

CAPITAL IMPROVEMENTS PROJECTS

The District maintains separate Capital Improvement Project band of accounts from its Operations and Maintenance funds. As of the end of the period the balance held in CIP accounts totals **\$5,806,712**.

The budget passed for Fiscal Year 2023-24 utilizes estimates for the anticipated expenditures for CIP work including permitting, design, construction management, and all other costs associated with projects. The annual budget passed by the Board this Fiscal Year totaled **\$7,495,000**. The following table shows total budget and amount expended through the quarter by program.

Program	2023-24 Approved Budget	Project Expenditures Through 6/30/2024
Collections	\$ 4,020,000	\$ 2,105,707
Lift Stations	\$ 500,000	\$ 23,252
Treatment & Lab Facilities	\$ 2,830,000	\$ 258,514
Sewer Main Extens	\$ 75,000	\$ 170,862
	\$ 70,000	\$ -
Total	\$ 7,495,000	\$ 2,558,334

Table 4. Fiscal Year 2023-24 Budget to Actuals – Capital Improvement Program

The following highlights noteworthy capital expenditures for Q4 and Attachment C provides includes all CIP activity through the period ending June 30, 2024.

- C002 – Highway 101 Sewer Main Protect-In-Place** – One of the more notable capital expenditures during the quarter were related to the Highway 101 Sewer Main Protect-in-Place project, wherein the District expended **\$175,484.86**. A Notice of Completion was heard and approved by the Board at its June 19, 2024 Regular Meeting with a total construction cost of **\$1,786,349.27**. The District will begin the reimbursement process with SBCAG shortly to ensure the District recoups all qualified construction costs.
- C003 – Large Diameter Sewer Main Rehabilitation – Design** – The District began design work late in the third quarter and continued with progress during the fourth quarter and incurred costs of **\$209,566.51**.
- C010 – FEMA Rehabilitation – Design/Permitting** - The District continued work on its 2023 Winter Storm FEMA projects and spent **\$185,665.48** during the fourth quarter. FEMA progress will continue to be detailed in the monthly General Manager’s report at every Regular Board Meeting.
- CEQU – Equipment Replacement** – The District outlaid **\$76,664** during the fourth quarter as it received its new F-350 truck that was approved by the Board at its September 28, 2023 Regular Meeting.

Several large Requests for Proposal were sent out by the District near the end of the fiscal year that that hopefully will result in contracts being heard by the Board early in the first quarter of Fiscal Year 2024-25. Also note that monthly summaries of CIP projects are included in the General Manager’s report included at each Regular Board Meeting.

2017 SEWER REFUNDING REVENUE BONDS – CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) FINANCE CORPORATION

In May 2017 the District refunded its 2007 Certificates of Participation (COP). The District made two payments on its bond during Fiscal Year 2023-24 totaling **\$934,100**. Of this total **\$710,000** was applied to principal and **\$224,100** to interest. After all payments were made in Fiscal Year 2023-24 the remaining bond debt is **\$5,680,000** and is expected to be paid off by July 1, 2030 and the current interest rate paid is **4%**.

ANNUAL DEPRECIATION FUNDING

Annually, District's Operations & Maintenance accounts contribute to the Capital Replacement Fund. Typically, this contribution has been based on the prior fiscal year's annual depreciation expense. The current year contribution based on the Fiscal Year 2022-23 Financial Audit, and that figure is **\$1,273,099**. Staff completed the transfer in the County's Financial System at the end of the Fiscal Year.

Attachments:

Attachment A – Quarterly Cash and Investments Holdings as of **6/30/2024**

Attachment B – Quarterly Operations & Maintenance Expenditure Status Report as of **6/30/2024**

Attachment C – Quarterly Capital Improvement Projects Expenditure Status Report as of **6/30/2024**

Attachment D – Quarterly Investment Certification

**FY2023-24 Quarterly Cash and Investment Activity
Quarter 4**

	<u>3/31/2024</u>	<u>Income</u>	<u>Interest</u>	<u>Transfers In</u>	<u>Transfers Out</u>	<u>Withdrawals</u>	<u>6/30/2024</u>	<u>Net Change</u>	
Investment Accounts									
Cash with LAIF	2,112,926		22,576		(2,135,000)		502	22,576	
Cash with County-Operating	10,534,302	3,276,699	73,946		(1,773,099)	(822,050)	11,289,798	755,496	Property Tax/SSCs: \$3,276,699 Quarterly Interest: \$73,946 Transfers to MBT O&M: \$500,000 Transfers to County CIP: \$1,273,099 Bond Payment: \$822,050
Cash with County - Capital Replacement	3,192,281		24,619	1,273,099	(500,000)		3,989,999	797,718	Quarterly Interest: \$24,619 Transfers From County Oper: \$1,273,099 Transfers To MBT CIP: \$500,000
Cash with County-Retiree Medical	189,972		1,236				191,208	1,236	Quarterly Interest: \$1,236
Cash Accounts									
MBT Operating account	599,360	200,009		2,635,000		(1,296,435)	2,137,934	1,538,574	Income: connection, permit, & other fees Transfers From County Oper: \$500,000 Transfers From LAIF: \$2,135,000 Withdrawals: O&M Expenses (A/P, Payroll)
MBT Capital Improvement account	726,713			500,000		(514,671)	712,042	(14,671)	Transfers: \$1,000,000 from County CIP Withdrawals: pmts on Capital Projects
MBT Revolving fund account	211						211	-	Withdrawals: payments on O&M expenses for checks needed immediately
MBT Insurance Reimbursement Acct	114,843		464				115,307	464	Monthly Interest: \$463
MBT Recycled Water account	880,650	219,930	4,091				1,104,671	224,021	Monthly Interest: \$3,738 Withdrawals: pmts on Recycled Water Projects
District Petty Cash	250						250	-	
Total Cash & Investment accounts	18,351,507	3,696,638	126,932	4,408,099	(4,408,099)	(2,633,156)	19,541,921	3,325,414	

MONTECITO SANITARY DISTRICT OPERATIONS AND MAINTENANCE EXPENDITURE STATUS REPORT

FOR THE PERIOD ENDED 6/30/2024

		2023-24 BUDGET	2023-24 ACTUALS	VARIANCE	% OF BUDGET
OPERATING EXPENDITURES					
SALARIES AND BENEFITS					
6100	STAFF SALARIES	\$ 2,099,000.00	\$ 1,986,074.12	\$ 112,925.88	95%
6105	BOARD SALARIES	45,000.00	28,182.00	16,818.00	63%
6108	AUTO ALLOWANCE - GM	3,600.00	3,600.00	-	100%
6270	STANDBY PAY	33,000.00	52,500.00	(19,500.00)	159%
6300	OVERTIME	30,000.00	20,745.82	9,254.18	69%
6400	PERS CONTRIBUTION	415,000.00	397,597.77	17,402.23	96%
6410	EMPLOYEE BENEFITS	60,000.00	59,159.86	840.14	99%
6500	FICA CONTRIBUTION	135,000.00	125,545.34	9,454.66	93%
6510	MEDICARE	32,000.00	29,762.12	2,237.88	93%
6520	UNEMPLOYMENT TAX - STATE	3,500.00	2,615.62	884.38	75%
6600	GROUP MEDICAL - ACWA	300,000.00	223,207.06	76,792.94	74%
6605	RETIREE MEDICAL BENEFITS	20,000.00	17,301.04	2,698.96	87%
6610	LIFE INSURANCE - ACWA	7,300.00	4,675.00	2,625.00	64%
6615	DISABILITY INS - STANDARD	26,000.00	17,839.43	8,160.57	69%
6620	WORKER'S COMPENSATION	50,000.00	44,958.00	5,042.00	90%
6640	DENTAL INSURANCE - ACWA	19,000.00	9,667.16	9,332.84	51%
6650	UNIFORM SERVICE - MISSION	11,500.00	10,029.31	1,470.69	87%
TOTAL SALARIES AND BENEFITS		\$ 3,289,900.00	\$ 3,033,459.65	\$ 256,440.35	92%
SERVICES AND SUPPLIES					
7090	INS (GEN LIAB/AUTO/E&O) - CSRMA	\$ 80,000.00	\$ 78,487.00	\$ 1,513.00	98%
7091	PROPERTY INSURANCE	28,000.00	36,130.84	(8,130.84)	129%
7093	INS (EMP DISHONESTY BOND) - CSRMA	1,200.00	891.00	309.00	74%
7094	INS (MOBILE EQUIP) - CSRMA	10,000.00	11,656.34	(1,656.34)	117%
7110	EMPLOYEE PHYSICALS	2,500.00	1,000.00	1,500.00	40%
7121	PROPERTY MAINTENANCE	70,000.00	224,239.88	(154,239.88)	320%
7122	VEHICLE MAINTENANCE	15,000.00	5,516.32	9,483.68	37%
7126	COLL - EQUIPMENT RENTAL	1,000.00	-	1,000.00	0%
7127	COLL - SAFETY EQUIPMENT/SUPPLIES	8,000.00	5,326.02	2,673.98	67%
7129	LIFT STATION PARTS	30,000.00	44,738.28	(14,738.28)	149%
7133	VACCON EQUIPMENT & REPAIRS	15,000.00	9,098.94	5,901.06	61%
7134	CCTV EQUIPMENT/REPAIRS	15,000.00	15,479.61	(479.61)	103%
7136	COLL - MISC COLLECTION TOOLS	10,000.00	13,260.63	(3,260.63)	133%
7138	JETTER TRUCK EQUIP / REPAIRS	6,000.00	5,107.79	892.21	85%
7150	MECHANICAL MAINTENANCE	5,000.00	1,489.84	3,510.16	30%
7200	GENERAL OPERATING SUPPLIES	10,000.00	11,080.08	(1,080.08)	111%
7201	DRINKING WATER	2,500.00	2,326.21	173.79	93%
7202	GLOVES	8,000.00	7,485.87	514.13	94%
7205	COMMUNITY & EMPLOYEE GOODWILL	6,000.00	3,648.63	2,351.37	61%
7220	MAILING/SHIPPING EXPENSES	5,000.00	388.10	4,611.90	8%
7430	MEMBERSHIPS	50,000.00	23,987.17	26,012.83	48%
7440	MISCELLANEOUS EXPENSES	2,500.00	757.75	1,742.25	30%
7450	OFFICE EXPENSES	15,000.00	10,754.64	4,245.36	72%
7452	SCANNING & SHREDDING	10,000.00	-	10,000.00	0%
7454	BOOKS/SUBSCRIPTIONS/STUDY GUIDES	2,000.00	504.88	1,495.12	25%
7456	COMPUTER HARDWARE/SOFTWARE/LICENSING	37,500.00	53,062.62	(15,562.62)	142%
7461	PROFESSIONAL SERVICES/FEEES - LEGAL	100,000.00	67,426.70	32,573.30	67%
7462	PROFESSIONAL FEES - ACCOUNTING	45,000.00	31,834.60	13,165.40	71%
7463	PROF SERVICES - ENGINEERING	100,000.00	12,095.00	87,905.00	12%
7464	PROFESSIONAL FEES - COMPUTER/GIS	60,000.00	53,817.33	6,182.67	90%
7466	PROF SERVICES - HUMAN RESOURCES	12,000.00	60,754.10	(48,754.10)	506%
7467	PROF SERVICES - SPECIAL LEGAL COUNSEL	25,000.00	-	25,000.00	0%
7500	PUBLIC OUTREACH	10,000.00	5,131.55	4,868.45	51%
7506	ADMINISTRATIVE FEES	30,000.00	27,951.87	2,048.13	93%
7508	COLLECTION/TREATMENT FINES	10,000.00	-	10,000.00	0%
7510	CONTRACTED SERVICES/LABOR	95,000.00	152,375.56	(57,375.56)	160%
7530	ADS/NOTICES FOR PUBLICATION	3,000.00	1,582.50	1,417.50	53%
7610	FURNITURE/FIXTURES	10,000.00	2,257.83	7,742.17	23%
7641	NPDES PERMIT EXPENSES-LAB	17,000.00	11,450.91	5,549.09	67%
7645	NPDES PERMIT REQUIREMENTS - OPERATIONS	100,000.00	78,906.79	21,093.21	79%

7650	ELECTION EXPENSES	-	-	-	0%
7651	ANALYZER CHEMICALS	-	996.62	(996.62)	0%
7652	BIOSOLIDS DISPOSAL	65,000.00	61,476.70	3,523.30	95%
7653	CHEMICALS	300,000.00	305,774.24	(5,774.24)	102%
7654	GENERATOR SERVICE	10,000.00	1,113.86	8,886.14	11%
7655	HAZARDOUS MATERIALS DISPOSAL	2,000.00	290.60	1,709.40	15%
7656	PLANT EQUIPMENT RENTAL	5,000.00	139.86	4,860.14	3%
7657	PLANT MAINTENANCE MATERIALS	90,000.00	80,872.10	9,127.90	90%
7658	PLANT MAINTENANCE PROJECTS	5,000.00	-	5,000.00	0%
7659	PLANT SAFETY EXPENSES	-	864.69	(864.69)	100%
7661	POLYMER	10,000.00	4,832.59	5,167.41	48%
7662	SMALL TOOLS/EQUIP	4,000.00	3,815.53	184.47	95%
7670	SPECIAL PROJECTS	120,000.00	123,341.11	(3,341.11)	103%
7671	ASSET MANAGEMENT	97,000.00	63,235.00	33,765.00	65%
7675	COVID-19 EXPENSES	-	2,475.50	(2,475.50)	100%
7681	2023 WINTER STORM	-	817.25	(817.25)	100%
7700	LAB CONSUMABLES-SMALL EQUIPMENT	32,000.00	34,700.27	(2,700.27)	108%
7702	LAB EQUIPMENT MAINTENANCE	10,000.00	6,135.17	3,864.83	61%
7703	CONTRACT LAB ANALYSES	10,000.00	5,841.80	4,158.20	58%
7722	BOARD TRAINING/CONF REGISTRATION	2,500.00	1,300.00	1,200.00	52%
7723	BOARD MEETINGS/TRAVEL EXPENSES	1,000.00	3,907.39	(2,907.39)	391%
7724	STAFF TRAINING/CONF REGISTRN	15,000.00	7,858.92	7,141.08	52%
7725	STAFF TRAVEL EXPENSES	15,000.00	13,475.63	1,524.37	90%
7726	STAFF CERTIFICATIONS/LICENSES	8,000.00	3,132.00	4,868.00	39%
7727	OSHA REQUIRED TRAINING	5,000.00	6,297.29	(1,297.29)	126%
7728	SAFETY BOOT ALLOWANCE	4,500.00	2,445.07	2,054.93	54%
7729	APPAREL AND UNIFORMS	2,500.00	1,303.43	1,196.57	52%
7731	LOCAL MEETING EXPENSES	2,500.00	3,477.64	(977.64)	139%
7740	FUEL AND OIL	25,000.00	21,689.30	3,310.70	87%
7761	WATER	10,000.00	14,269.61	(4,269.61)	143%
7762	NATURAL GAS	5,500.00	2,841.39	2,658.61	52%
7763	ELECTRICITY	215,000.00	221,656.66	(6,656.66)	103%
7766	TRASH / RECYCLING	17,000.00	10,559.51	6,440.49	62%
7767	TELEPHONE - LOCAL/LD	18,000.00	18,607.13	(607.13)	103%
7768	TELEPHONE CELLULAR	12,000.00	13,198.59	(1,198.59)	110%
	TOTAL SERVICES AND SUPPLIES	\$ 2,180,700.00	\$ 2,114,745.63	\$ 65,954.37	97%
	TOTAL OPERATING EXPENDITURES	\$ 5,470,600.00	\$ 5,148,205.28	\$ 322,394.72	94%

Fiscal Year 2023-24 Capital Improvement Program (CIP)

Adopted by the Board on June 22, 2023

Collections:

Project No.	Description	Estimated Project Cost	2023-24 Approved Budget	Project Expenditures Through 6/30/2024
C001	Collection System Condition Assessment & Prioritization Plan	\$ 40,000	\$ 50,000	\$ -
C002	Highway 101 Sewer Main Protect-In-Place	\$ 1,700,000	\$ 1,700,000	\$ 1,293,159
C003	Large Diameter Sewer Main Rehabilitation - Design	\$ 75,000	\$ 75,000	\$ 241,337
C005	Manhole rehab project (Lining)	\$ 100,000	\$ 100,000	\$ 18,409
C009	Emergency Bypass Pumper	\$ 80,000	\$ 80,000	\$ -
C010	FEMA Rehabilitation - Design/Permitting	\$ 125,000	\$ 125,000	\$ 156,966
C010	FEMA Rehabilitation - Construction	\$ 950,000	\$ 950,000	\$ 188,095
CMAN	Manhole Adjustments	\$ 60,000	\$ 60,000	\$ 2,921
CEME	Collection O/M Emergencies	\$ 50,000	\$ 50,000	\$ 128,157
CEQU	Equipment Replacement	Various	\$ 830,000	\$ 76,664
				\$ 2,105,707

Lift Stations:

Project No.	Description	Estimated Project Cost	2023-24 Approved Budget	Project Expenditures Through 6/30/2024
L001	Lift Station Condition Assessment & Prioritization Plan	\$ 50,000	\$ 50,000	\$ -
L002	Channel Lift Station Improvement	\$ 840,000	\$ 420,000	\$ -
LEME	Lift Station Emergency Repairs	\$ 120,000	\$ 30,000	\$ 23,252
				\$ 23,252

Treatment & Laboratory:

Project No.	Description	Estimated Project Cost	2023-24 Approved Budget	Project Expenditures Through 6/30/2024
T001	Electrical Rehabilitation & Aeration Blower Replacement Proje	\$ 200,000	\$ 200,000	\$ 3,572
T001	Electrical Rehabilitation & Aeration Blower Replacement Proje	\$ 2,000,000	\$ 2,000,000	\$ -
T002	Skimmer Troughs Installation	\$ 70,000	\$ 70,000	\$ 83,224
T003	SCADA System Improvements	\$ 50,000	\$ 50,000	\$ 35,876
T005	IPS Channel Improvements - Design	\$ 40,000	\$ 40,000	\$ -
T011	Bar Screen Design	\$ 75,000	\$ 75,000	\$ -
T012	Clarifier Maintenance	\$ 220,000	\$ 220,000	\$ 83,353
T013	Bisulfate Tank Replacement	\$ 75,000	\$ 75,000	\$ -
TEME	Treatment O/M Emergencies	\$ 100,000	\$ 100,000	\$ 52,487
				\$ 258,514

Facilities:

Project No.	Description	Estimated Project Cost	2023-24 Approved Budget	Project Expenditures Through 6/30/2024
F001	Maintenance Building Restroom Alterations - Design	\$ 15,000	\$ 15,000	\$ -
F006	Admin/Operations Roof Replacement	\$ 50,000	\$ 60,000	\$ 170,862
Facilities Subtotal			\$ 75,000	\$ 170,862

Sewer Main Extensions:

Project No.	Description	Estimated Project Cost	2023-24 Approved Budget	Project Expenditures Through 6/30/2024
S001	Septic to Sewer Strategic Plan	\$ 70,000	\$ 70,000	\$ -
Sewer Main Extensions Subtotal			\$ 70,000	\$ -

Program	2023-24 Approved Budget	Project Expenditures Through 6/30/2024
Collections	\$ 4,020,000	\$ 2,105,707
Lift Stations	\$ -	\$ 23,252
Treatment & Lab Facilities	\$ 2,830,000	\$ 258,514
Sewer Main Extensions	\$ 70,000	\$ -
Total	\$ 6,995,000	\$ 2,558,334



Montecito Sanitary District

1042 Monte Cristo Lane *A Public Service Agency*
Santa Barbara, CA 93108

Phone: (805) 969-4200
www.montsan.org

MONTECITO SANITARY DISTRICT STAFF REPORT – 7I

DATE: August 21, 2024
TO: Board of Directors
FROM: John Weigold, General Manager
SUBJECT:

RECOMMENDATION

It is recommended that the Board:

- i) Authorize Director Johnson to attend the CSDA Annual Conference from September 8-12, 2024 on behalf of the Board.

BACKGROUND

Per the District’s Board Compensation Ordinance (Ordinance No. 20), as well as Health and Safety Code section 6489, compensation to a director can only be paid “for each day's service rendered as a director by request of the board.” If the Board did not approve, authorize, or direct attendance at a conference, then a director cannot be compensated for attending the conference at the per diem rate.

This action would authorize Director Johnson to attend the conference at the request of the board and trigger the \$231 per diem rate per day of attendance to be paid out at the first pay period ending in September.

FISCAL IMPACT

Authorization to attend the CSDA Special District Leadership Academy Conference would cost \$924 plus the cost of travel. There is budget in the Board Training Line Item and would not necessitate a Budget Revision.

ATTACHMENTS: None



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
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MONTECITO SANITARY DISTRICT STAFF REPORT – 9

DATE: August 21, 2024
TO: Board of Directors
FROM: John Weigold, General Manager
SUBJECT: Updated Fiscal Year 2024-25 Represented Salary Schedules

RECOMMENDATION

It is recommended that the Board consider:

- i) Approving the updated Fiscal Year 2024-25 Salary Schedules for the Represented staff; and
- ii) Take such additional, related action that may be desirable.

BACKGROUND

The District completed a compensation study and the Board considered and adjusted certain represented staff salary ranges to more accurately reflect the current region compensation. The adjusted salary schedules keep the District in a competitive position relative to other Districts in our area for both retention and recruitment purposes.

FISCAL IMPACT

Annualized total salaries and benefits costs would increase by \$23,244.99.

ATTACHMENTS:

1. Fiscal Year 2024-25 Updated Represented Salary Schedules

Montecito Sanitary District Hourly Salary Range Table - Represented Fiscal Year 2024-25

Approved at the August 21, 2024 Regular Board Meeting

Division	Role	EMPLOYMENT CLASSIFICATION	Step:	A	B	C	D	E
			Hourly	Hourly	Hourly	Hourly	Hourly	
Admin	Admin Asst	Administrative Technician II		\$ 37.78	\$ 39.68	\$ 41.66	\$ 43.75	\$ 45.95
Admin	Admin Asst	Accounting/Admin. Assistant		\$ 47.67	\$ 50.05	\$ 52.56	\$ 55.18	\$ 57.94

Maint	Line	Facilities Maintenance		\$ 38.65	\$ 40.68	\$ 42.82	\$ 45.08	\$ 47.45
Maint	Supervisor	Chief Maintenance Mechanic		\$ 58.42	\$ 61.50	\$ 64.74	\$ 68.14	\$ 71.73

Collections	Trainee	Collections Operator in Training (OIT)		\$ 27.08	\$ 28.44	\$ 29.87	\$ 31.36	\$ 32.93
Collections	Line	Collections I		\$ 33.68	\$ 35.36	\$ 37.13	\$ 38.99	\$ 40.93
Collections	Line	Collections II		\$ 37.04	\$ 38.88	\$ 40.83	\$ 42.87	\$ 45.01
Collections	Line	Collections III		\$ 41.52	\$ 43.59	\$ 45.77	\$ 48.06	\$ 50.47
Collections	Line	Collections IV		\$ 45.76	\$ 48.04	\$ 50.45	\$ 52.97	\$ 55.62
Collections	Supervisor	Collections Lead Operator		\$ 52.97	\$ 55.62	\$ 58.40	\$ 61.32	\$ 64.39

Ops	Trainee	Operations Operator in Training (OIT)		\$ 29.68	\$ 31.16	\$ 32.72	\$ 34.35	\$ 36.07
Ops	Line	Operator I		\$ 36.82	\$ 38.75	\$ 40.79	\$ 42.94	\$ 45.20
Ops	Line	Operator II		\$ 40.50	\$ 42.63	\$ 44.87	\$ 47.23	\$ 49.72
Ops	Line	Operator III		\$ 44.55	\$ 46.89	\$ 49.36	\$ 51.96	\$ 54.69
Ops	Line	Operator IV		\$ 49.00	\$ 51.58	\$ 54.29	\$ 57.15	\$ 60.16
Ops	Line	Operator V		\$ 56.35	\$ 59.31	\$ 62.43	\$ 65.72	\$ 69.18

Montecito Sanitary District Monthly Salary Range Table - Represented Fiscal Year 2024-25

Approved at the August 21, 2024 Regular Board Meeting

Division	Role	EMPLOYMENT CLASSIFICATION	Step:	A	B	C	D	E
				Monthly	Monthly	Monthly	Monthly	Monthly
Admin	Admin Asst	Administrative Technician II		\$ 6,548.53	\$ 6,877.87	\$ 7,221.07	\$ 7,583.33	\$ 7,964.67
Admin	Admin Asst	Accounting/Admin. Assistant		\$ 8,262.80	\$ 8,675.33	\$ 9,110.40	\$ 9,564.53	\$ 10,042.93

Maint	Line	Facilities Maintenance		\$ 6,699.04	\$ 7,051.62	\$ 7,422.76	\$ 7,813.43	\$ 8,224.67
Maint	Supervisor	Chief Maintenance Mechanic		\$ 10,126.92	\$ 10,659.91	\$ 11,220.96	\$ 11,811.54	\$ 12,433.20

Collections	Trainee	Collections Operator in Training (OIT)		\$ 4,693.87	\$ 4,929.60	\$ 5,177.47	\$ 5,435.73	\$ 5,707.87
Collections	Line	Collections I		\$ 5,837.87	\$ 6,129.07	\$ 6,435.87	\$ 6,758.27	\$ 7,094.53
Collections	Line	Collections II		\$ 6,420.27	\$ 6,739.20	\$ 7,077.20	\$ 7,430.80	\$ 7,801.73
Collections	Line	Collections III		\$ 7,196.80	\$ 7,555.60	\$ 7,933.47	\$ 8,330.40	\$ 8,748.13
Collections	Line	Collections IV		\$ 7,931.73	\$ 8,326.93	\$ 8,744.67	\$ 9,181.47	\$ 9,640.80
Collections	Supervisor	Collections Lead Operator		\$ 9,181.47	\$ 9,640.80	\$ 10,122.67	\$ 10,628.80	\$ 11,160.93

Ops	Trainee	Operations Operator in Training (OIT)		\$ 5,144.53	\$ 5,401.07	\$ 5,671.47	\$ 5,954.00	\$ 6,252.13
Ops	Line	Operator I		\$ 6,381.38	\$ 6,717.25	\$ 7,070.79	\$ 7,442.93	\$ 7,834.67
Ops	Line	Operator II		\$ 7,019.52	\$ 7,388.97	\$ 7,777.87	\$ 8,187.23	\$ 8,618.13
Ops	Line	Operator III		\$ 7,721.19	\$ 8,127.57	\$ 8,555.34	\$ 9,005.62	\$ 9,479.60
Ops	Line	Operator IV		\$ 8,493.45	\$ 8,940.48	\$ 9,411.03	\$ 9,906.35	\$ 10,427.73
Ops	Line	Operator V		\$ 9,766.91	\$ 10,280.96	\$ 10,822.06	\$ 11,391.64	\$ 11,991.20

Montecito Sanitary District Annual Salary Range Table - Represented Fiscal Year 2024-25

Approved at the August 21, 2024 Regular Board Meeting

Division	Role	EMPLOYMENT CLASSIFICATION	Step:	A	B	C	D	E
			Annually	Annually	Annually	Annually	Annually	
Admin	Admin Asst	Administrative Technician II	\$	78,582.40	\$ 82,534.40	\$ 86,652.80	\$ 91,000.00	\$ 95,576.00
Admin	Admin Asst	Accounting/Admin. Assistant	\$	99,153.60	\$ 104,104.00	\$ 109,324.80	\$ 114,774.40	\$ 120,515.20

Maint	Line	Facilities Maintenance	\$	80,388.51	\$ 84,619.48	\$ 89,073.14	\$ 93,761.20	\$ 98,696.00
Maint	Supv	Chief Maintenance Mechanic	\$	121,523.03	\$ 127,918.98	\$ 134,651.56	\$ 141,738.48	\$ 149,198.40

Collections	Trainee	Collections Operator in Training (OIT)	\$	56,326.40	\$ 59,155.20	\$ 62,129.60	\$ 65,228.80	\$ 68,494.40
Collections	Line	Collections I	\$	70,054.40	\$ 73,548.80	\$ 77,230.40	\$ 81,099.20	\$ 85,134.40
Collections	Line	Collections II	\$	77,043.20	\$ 80,870.40	\$ 84,926.40	\$ 89,169.60	\$ 93,620.80
Collections	Line	Collections III	\$	86,361.60	\$ 90,667.20	\$ 95,201.60	\$ 99,964.80	\$ 104,977.60
Collections	Line	Collections IV	\$	95,180.80	\$ 99,923.20	\$ 104,936.00	\$ 110,177.60	\$ 115,689.60
Collections	Supv	Collections Lead Operator	\$	110,177.60	\$ 115,689.60	\$ 121,472.00	\$ 127,545.60	\$ 133,931.20

Ops	Trainee	Operations Operator in Training (OIT)	\$	61,734.40	\$ 64,812.80	\$ 68,057.60	\$ 71,448.00	\$ 75,025.60
Ops	Line	Operator I	\$	76,576.62	\$ 80,606.97	\$ 84,849.44	\$ 89,315.20	\$ 94,016.00
Ops	Line	Operator II	\$	84,234.28	\$ 88,667.66	\$ 93,334.38	\$ 98,246.72	\$ 103,417.60
Ops	Line	Operator III	\$	92,654.32	\$ 97,530.86	\$ 102,664.07	\$ 108,067.44	\$ 113,755.20
Ops	Line	Operator IV	\$	101,921.45	\$ 107,285.73	\$ 112,932.35	\$ 118,876.16	\$ 125,132.80
Ops	Line	Operator V	\$	117,202.89	\$ 123,371.46	\$ 129,864.70	\$ 136,699.68	\$ 143,894.40



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
www.montsan.org

MONTECITO SANITARY DISTRICT STAFF REPORT - 10

DATE: August 21, 2024
TO: Board of Directors
FROM: John Weigold, General Manager
Bryce Swetek, Engineering Manager
SUBJECT: 1950 Lemon Ranch Sewer Main Relocation and Dedication Agreement

RECOMMENDATION:

It is recommended the Board consider:

- i) Rescinding the previous Dedication Agreement for the sewer main relocation located at 1950 Lemon Ranch; and
- ii) Approving the updated Dedication Agreement for the sewer main relocation located at 1950 Lemon Ranch; and
- iii) Determining that this action is not subject to California Environmental Quality Act (CEQA) pursuant to State CEQA Categorical Exemption 15302 (C) as well as Statutory Exemption 15282 (k) of the Public Resources Code Section 21080.21.

DISCUSSION:

Background: Construction to relocate an existing District sewer main took place from June through July of 2024. The facilities were accepted in the field by Staff on July 16, 2024. Staff received and accepted as-built/record drawings on July 26, 2024. In collaboration with the owner's representatives, Staff has developed a revised Dedication Agreement, which includes the "As-Built" drawings, Quitclaim Deed, and the Grant of Easement. Staff recommends the Board move forward with approving the revised Dedication Agreement.

Staff notes this relocation effort is only the beginning of the work on the property and future inspections will be required to ensure compliance with Ordinance 23.

Fiscal Impact: No impact to the District. Under the Dedication Agreement, the property owner is responsible to pay for the design, construction, and inspection in addition to all District connection fees.

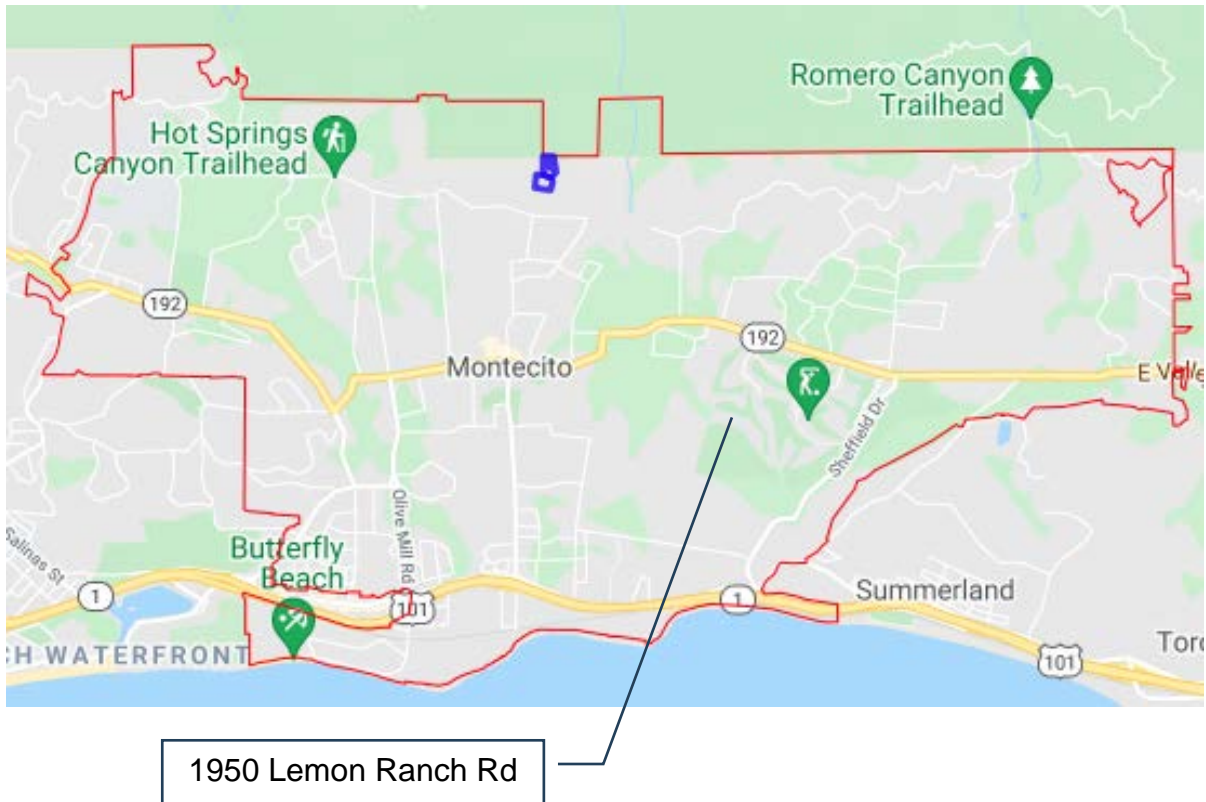
Environmental Determination: Statutorily and categorically exempt by CEQA.

Departments Involved: Engineering, Administration, and Collections

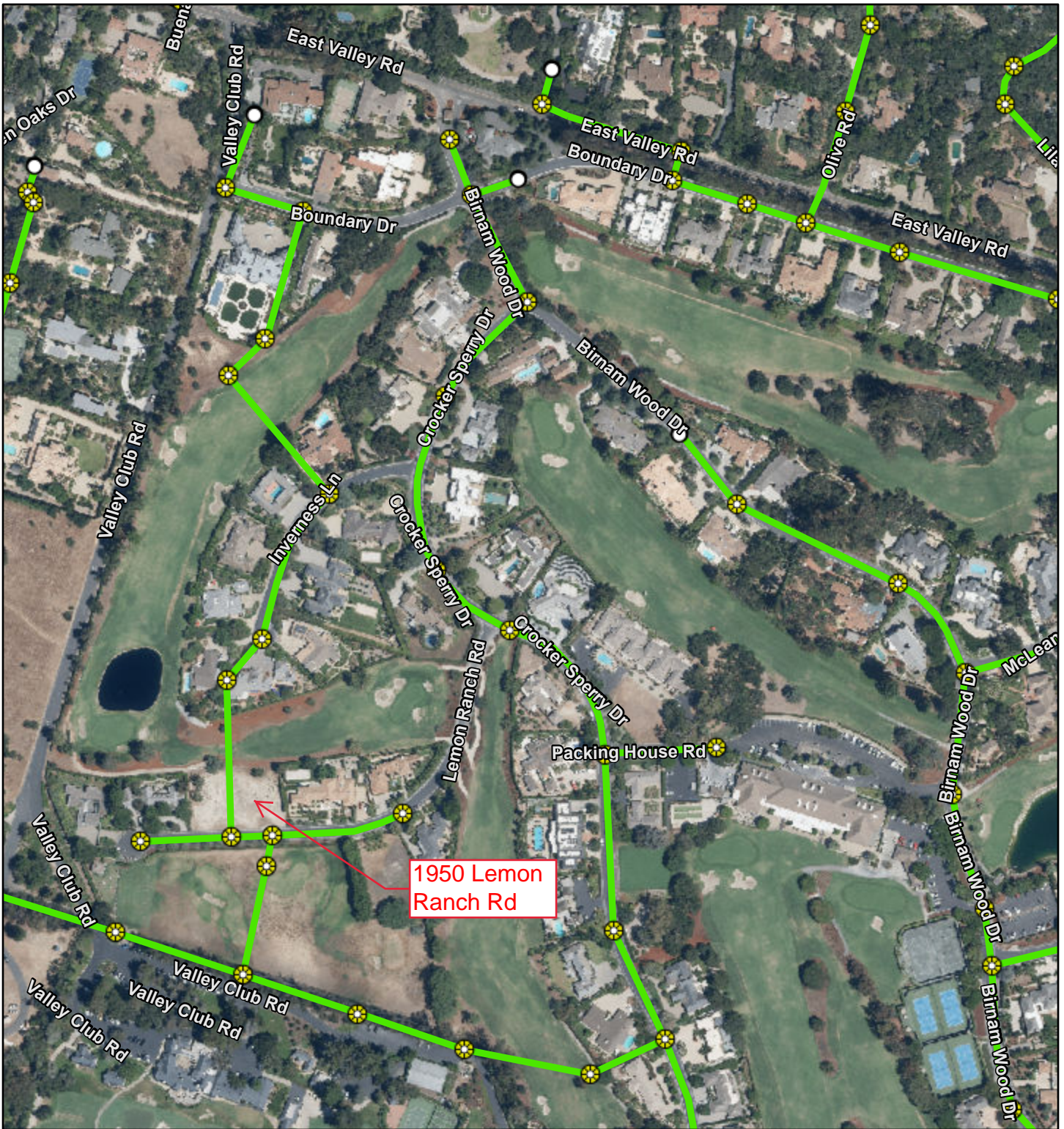
Attachments:

1. Vicinity Map
2. Dedication Agreement

Boundary Map

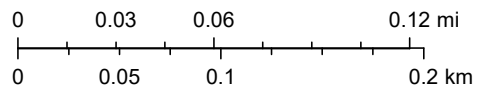


Montecito Sanitary District



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○ Cleanouts

● Maintenance Holes

Pipes

— SANITARY SEWER

▭ Montecito Sanitary District Boundary

Regular Board Meeting - August 21, 2024
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Montecito Sanitary District

DEDICATION AGREEMENT FOR WASTEWATER FACILITIES

This Dedication Agreement For Wastewater Facilities (“Dedication”) is entered into by and between the Montecito Sanitary District, a California independent special district (“District”), and Paul Haas and Renee Haas, Trustees of the Haas Family Trust dated October 30, 1998 (together, “Owner”). The District and Owner, together the “Parties” agrees as follows:

RECITALS

- A. Owner is the owner of certain real property identified as Assessor Parcel Number 007-510-008, located at 1950 Lemon Ranch Road, Santa Barbara, California 93108 (the “Property”);
- B. Owner intends to construct certain sewer facilities improvements described below (the “Facilities”) to relocate a portion of the District’s existing wastewater system westward of the current location in order to allow for Owner’s residential development of the Property;
- C. Owner desires to dedicate the Facilities to the District for the benefit of the District;
- D. Under Health and Safety Code section 6512, the District may acquire “disposal systems, sewers, drains, septic tanks, and sewerage collection, outfall, treatment works and other sanitary disposal systems, and storm water drains and storm water collection, outfall and disposal systems, and water recycling and distribution systems, as the board deems necessary and proper”;
- E. Under Health and Safety Code section 6514, the District may acquire “such real and personal property and rights of way, either within or without the limits of the district, as in the judgment of the board are necessary or proper to the exercise of its powers, and particularly for the purpose of permitting ingress to and egress from such real or personal property;”
- F. District desires to acquire the Facilities pursuant to its powers under Health and Safety Code Sections 6512 and 6514 and other applicable law; and
- G. District desires to ensure that the Facilities are constructed in a good and workmanlike manner, in accordance with all applicable laws.

AGREEMENT

- 1. Facilities to be Constructed. The Facilities to be constructed consist of approximately 200 feet of 8-inch diameter sewer main and appurtenances to be constructed in a new alignment across the Property, in the northwest portion, and adjacent to its westerly property line as depicted in the Engineering Plans (Exhibit A), attached and incorporated in full by reference.
- 2. Construction. The Facilities were constructed under Owner’s direction and supervision with District oversight, solely at Owner’s expense.
- 3. Plans; Permits; Inspections. All plans for construction of the Facilities must be submitted in duplicate to District for written approval. The Facilities must be constructed by Owner in strict conformity with the plans approved by District and any other standards and

specifications identified by District. Owner is responsible for obtaining and paying for any applications, permits, or inspections required prior to, during, or upon the completion of construction of the Facilities. Owner must furnish copies of any and all such permits to District not later than 10 days prior to commencement of construction.

4. Compliance with Applicable Laws. Owner is required to comply with all applicable local, county, state and federal laws (including, without limitation, laws relating to workers' compensation, prevailing wages and safety) in connection with the construction of the Facilities and this Dedication.
5. Performance Guarantee. Owner provided the District with a faithful performance guarantee, conditioned upon Owner completing construction on or before the time for completion. Such guarantee was in the amount of 100% of the accepted construction bid amount of One Hundred Twenty-Three Thousand and zero cents (\$123,000). The guarantee will remain in full force and effect until final acceptance by District's Board of Directors.
6. Liens and Releases. Before District accepts the Facilities, Owner will ensure that the Facilities to be dedicated and transferred to District are free and clear of any and all liens and encumbrances. Within 35 days of the Notice of Completion, Owner will obtain written waivers and releases of all claims, liens or other rights from all contractors, subcontractors, suppliers and other parties providing labor or materials to the construction of the Facilities, or other satisfactory evidence that no such claims or liens have been filed against the Facilities or easements.
7. Notice of Completion. Owner provided written notice to the District of construction completion not less than 48 hours after such completion. Owner agreed to allow District staff and/or its representatives free access to the Project for inspection purposes, at any time during construction of the Facilities. Inspection included use by District of closed circuit television, to insure the integrity of the Facilities.
8. Inspection Costs. The Owner deposited fees to cover estimated third party inspection costs of Sixteen Thousand Eight Hundred Twenty Dollars and zero cents (\$16,820) in connection with this Agreement. If the amount deposited is not sufficient to cover District's costs in connection with this Agreement, Owner is required to promptly pay District the amount of the difference. If such amount deposited was more than District's costs in connection with this Agreement, District must promptly refund Owner the amount of the difference.
9. Dedication of Facilities. This Dedication dedicates the Facilities to District and, upon acceptance of the Facilities by District, the Facilities will be owned and controlled by District.
10. Acceptance of the Facilities. Upon completion of its post-construction inspections, District will notify Owner of its inspection results. Before any Facilities may be accepted, the Owner must submit the original construction drawings corrected to reflect "as built" conditions and two copies of the "as built" plans to District.

11. Guarantees; Repair and Replacement. Owner represents warrants and guarantees that the materials and the workmanship to be used in the construction of the Facilities are and will be good and workmanlike and otherwise fully meet the requirements of this Dedication. Owner agrees to repair or replace, at Owners' expense, the Facilities or any existing District facilities requiring repair or replacement as a result of a defect in the materials or workmanship provided by Owner or a third party that becomes evident within one year after acceptance of the Facilities by District. Owner acknowledges that the replacement of earth-fill or backfill settled below the required surfaces will be considered a part of such repair work, and any repair or surfacing that becomes necessary by reason of such settlement will likewise be considered part of such repair work. Owner is responsible for all repairs and replacements upon receipt of written notice from District.
12. Maintenance Guarantee. Owner must maintain a warranty/guarantee in the amount of Twelve Thousand Three Hundred Dollars and zero cents (\$12,300) (being ten percent (10%) of the performance guarantee required above) during the one (1)-year warranty period, for the purpose of ensuring that said repairs and replacements will be made. If Owner fails to make such repairs and replacement promptly, then District may perform the repairs or replacements and Owner's surety will be liable to District for the cost of such repairs or replacements.
13. Additional Connections and Fees. Nothing in this Dedication may be construed to preclude District from allowing other properties to connect to the Facilities. Nothing in this Dedication may be construed to preclude District from requiring Owner to apply to the District for sewer service, or from charging fees or costs associated with connecting the Facilities to Districts sewer system.
14. Maintenance of Facilities. Nothing in this Dedication may be construed or interpreted as giving Owner the authority to bind or commit District to construct, operate, maintain, inspect, repair, or replace the Facilities, all of which shall be performed at District's discretion.
15. Notices. Any notice required to be given under this Dedication must be in writing and mailed, emailed, or delivered as follows:

Montecito Sanitary District:

Attn: Bryce Swetek, P.E.
 1042 Monte Cristo Ln,
 Montecito, CA 93108
 Telephone: (805) 969-4200
 Email: bswetek@montsan.org

Owner:

Paul and Renee Haas, Trustees
 Hass Family Trust
 9720 Royce Court
 Beverly Hills, CA 90210
 Telephone: (310) 995-0515 / (310) 954-1068
 Email: phaas61@icloud.com;
reneehaas@me.com

With courtesy copy to District Counsel:

Aleks R. Giragosian, Esq.
 Colantuono, Highsmith & Whatley, PC
 790 E. Colorado Blvd, Ste. 850
 Pasadena, Angeles, CA 91101

Email: agiragosian@chwlaw.us

16. Term. This Dedication shall commence on the Effective Date noted below and shall terminate at the sole discretion of the District upon 30 days written notice to Owner.
17. Indemnification. Owner agrees to defend, indemnify and hold harmless the District and its officers, agents and employees from and against any and all loss, damage, liability, claims, demands, detriments, costs, charge and expenses (including attorneys' fees) and causes of action of whatsoever character that District may incur, sustain or be subjected to on the account of property damage or of bodily injury to or death of any person arising out of or in connection with the construction of the Facilities or this Dedication.
18. Insurance. Owner or Owner's Agent will provide District with a policy or policies of public liability insurance to protect District against any loss from liability for damages on the account of property damage or of bodily injury to or death of any person arising out of or in connection with the construction of the Facilities or this Dedication. Such insurance, on the policy or by endorsement, must name District and its officers, employees and agents as additional insureds. Such insurance must include not less than One Million Dollars (\$1,000,000) of comprehensive general liability insurance, including property damage or bodily injury and death coverage, together with such other and additional coverage as District may determine to be prudent. Owner or Owner's Agent must provide the District with a copy of the applicable policy or certificate of insurance along with all necessary endorsements.
19. Easements. The District will execute the attached "Quitclaim Deed" in favor of the Owner, included herein as Exhibit B and incorporated in full by reference, to terminate a portion of the existing easement over the Property. The Owner will execute the attached "Grant of Easement" in favor of the District, included herein as Exhibit C and incorporated in fully by reference, to allow the District to construct, operate, maintain, inspect, repair, or replace the Facilities at its discretion.
20. Integration; Waiver. There are no other agreements, understandings, representations or warranties by or among the parties with respect to the subject matter of this Dedication except as expressly set forth in this Dedication. This Dedication may only be amended or modified by a writing executed by each party to this Dedication. No waiver of or failure by any party to enforce a provision, covenant, condition or right under this Dedication (each, a "Right") will be construed as a subsequent waiver of the same Right or waiver of any other Right. No extension of time for performance of any obligations or acts extends the time for performance of any other obligations or acts. The waiver of any Right and any extension of time for performance or obligations or acts are only effective when made in writing.
21. Successors and Assigns. This Dedication may not be assigned or otherwise transferred by Owner without District's prior written consent. Notwithstanding the foregoing, this Dedication is binding upon and inures to the benefit of the parties' respective heirs, personal and legal representatives, successors and assigns.

22. Processing Fee. Upon the execution of this Dedication, Owner is required to pay to District a processing fee of \$2,300 for the administrative handling of this Dedication, which will be collected at time of issuance of construction permits.

IN WITNESS WHEREOF, this Dedication shall take effect upon the date of the last signature below (“Effective Date”).

“DISTRICT”
Montecito Sanitary District

“Owner”
Paul and Renee Haas

Authorized Signatory:

Authorized Signatory:

Signature: _____
Printed: Ellwood T. Barrett
Title: Board President

Signature: _____
Printed: Paul Haas
Title: Owner/Trustee

Date: _____

Date: _____

Attest:

Authorized Signatory:

Signature: _____
Printed: Stephen Williams
Title: Clerk of the Board

Signature: _____
Printed: Renee Haas
Title: Owner/Trustee

Approved as to Form:

Date: _____

Signature: _____
Printed: Aleks R. Giragosian
Title: General Counsel

EXHIBIT A
ENGINEERING PLANS

The “As-Built” sewer main relocation plans on file with MSD dated July 25, 2024 by Mike Gones Civil Engineer (3 sheets)

STANDARD SEWER CONSTRUCTION SPECIFICATIONS

PART III STANDARD SEWER CONSTRUCTION SPECIFICATIONS

1.00 STANDARD SPECIFICATIONS

All work shall be constructed in accordance with the Standard Specifications for Public Works Construction "the Green Book", the Standard Plans for Public Works Construction, latest editions, or as modified by the District's Standard Detail Drawings and/or Project Drawings.

2.00 GENERAL NOTES

The following general notes are standards and specifications adopted by the District and shall be shown on the Title Sheet or Notes Sheet of the Improvement Plans:

MONTECITO SANITARY DISTRICT REQUIRED SEWERLINE GENERAL NOTES:

- All work shall be in accordance with the conditions of approval for all permits issued by Public or Jurisdictional Agencies in connection with this project.
- All work shall be done by a contractor possessing a valid Class "A" State of California Contractor's License.
- In the event of a conflict between the provisions of the State or County Road Encroachment Permit regarding backfill above the pipe shading zone and structural repair of the roadway, the permit conditions take precedent.
- No revision shall be made to these plans without the approval of the General Manager or District Engineer.
- The District will not survey or layout any portion of the work.
- The licensed civil engineer or surveyor shall furnish the District with grade (cut) sheets and stationing for all lateral sewers and wyes, and shall provide stakes for them at their proper locations with stationing plainly marked. All lateral sewers shall be constructed in a straight alignment at right angles from the main line sewer, except as shown on the plans. Any change in alignment shall be requested in writing by the civil engineer.
- The District shall be notified 48 hours in advance prior to staking of the sewer line.
- The civil engineer or surveyor shall furnish the lateral sewer depth at the property line for each lateral sewer on the grade (cut) sheet.
- Before work can be started, the contractor must obtain a permit to excavate in County roads from the Santa Barbara County Road Department.
- If work is to be done in a state highway, a permit must be obtained from the State of California, Division of Highways, District 5, San Luis Obispo, California.
- Acceptance of the sewer plans by the District does not constitute a representation as to the accuracy of the location of, or the existence of, any underground utility pipe or structure within the limits of this project. This note applies to all sheets.

3.00 CONSTRUCTION NOTES

The following sewer line construction notes are standards and specifications adopted by the District and shall be shown on the Title Sheet or Notes Sheet of the Improvement Plans:

MONTECITO SANITARY DISTRICT REQUIRED SEWERLINE CONSTRUCTION NOTES:

- All sewer mains, sewer manholes, laterals, and appurtenances shall be constructed according to the District's Standard Specifications and shall be subject to inspections to obtain acceptance of the constructed work.
- Commencement of construction of public sewage collection facilities shall not be authorized until such time as the construction plans have been approved by the General Manager of the Montecito Sanitary District or an authorized agent.
- The Montecito Sanitary District's General Manager or a District authorized representative shall be notified at least forty-eight (48) hours prior to starting of construction. Any construction done without approved plans or without prior notification to the District will be rejected, and any rework will be done at the contractor's own risk.
- Inspection and approval by the District's General Manager or a District authorized representative shall be requested by the contractor immediately prior to commencing and immediately after each phase of construction, specifically, trench alignment, pipe bedding, installed pipe, 12" backfill over installed pipe, final backfill and compaction, and clean-up.
- Contractor shall verify existing clearances to existing utility elevations by potholing prior to commencing construction.
- Pipeline installation, including horizontal curves ("roping") and bell and spigot insertion procedures are to be per the manufacturer's recommendations.
- Solvent joints will not be acceptable on main and lateral sewer line installation.
- All trench work within private streets or easements shall be backfilled and compacted in accordance with the Standard Detail Drawing No. 9.0.
- Certification of backfill compaction and sand equivalents by a qualified, registered testing laboratory shall be provided to the Montecito Sanitary District by the permittee prior to the issuance of a Certificate of Acceptance.
- The contractor shall furnish the material, labor and equipment for sewer pipeline cleaning and testing. Testing shall be made after the sewer trench has been backfilled and compacted, but before video tests and paving. The pipe installed shall be cleaned by the bailing method. Air pressure testing and mandrel testing are to be in accordance with the Standard Specifications for Public Works Construction.
- Any soils reports made for the project shall be made available to the District.
- The contractor shall be responsible for installing adequate bracing and shoring for excavations, temporary structures, and all partially completed portions of the work, as necessary. Sheeting, shoring, bracing, or equivalent protection for all excavations over 5 feet deep shall be provided as required by CAL-OSHA and Section 7-10 Public Convenience and Safety of the Standard Specification for Public Works Construction.
- A four-inch (4") minimum lateral shall be installed for each single family residential unit with a minimum grade of 1/4" per foot (approximately 2%) from the main sewer line to the building connection per Standard Drawing Detail No. 4.0.
- Lateral size for multiple family dwellings, churches, commercial, industrial, school buildings, etc., are to be the same size as the Building Sewer as determined by a State of California registered civil engineer.
- Contractor to verify design clearances to all existing utilities by potholing in advance of construction. Pipelines and utilities shall not be installed closer than two feet from any other pipeline or utility; if sewer pipeline is parallel with less than 10 ft separation or the sewer pipeline crosses the waterline, contact responsible water agency for direction to comply with Department of State Health requirements. Sewer pipeline crossings shall be 12" minimum vertical clearance unless otherwise authorized by the District Engineer.
- All newly installed manhole covers shall be stamped with "Sewer". Manhole covers and frames shall be as shown on Standard Drawing Detail 5.0.
- Lateral sewers shall be constructed with five (5) feet of cover at property line per Standard Drawing Detail 4.0.
- Prior to paving the main sewer line is to be color video inspected by the owner's Contractor and shall include audio and footage reading on tape. A copy shall be sent to the Montecito Sanitary District. A District Inspector shall be present during videotaping.
- Only wye branches shall be used for lateral sewer connections to mainline sewers.
- Manhole tops in unimproved rights of way shall be 18" above finished grade and 6" above grade in landscaped areas and shall be protected from damage as required per Standard Detail Drawing No. 5.0.
- All manhole channels near the construction site or involved with the sewer line construction shall be protected with false bottoms until all manhole and roadwork is complete.
- Record Drawing. Drawings showing the actual location of all main, structures, wyes, laterals, manholes, cleanouts, easements, etc., shall be filed with the District before final acceptance of the work.

4.00 SEWER BYPASS NOTES

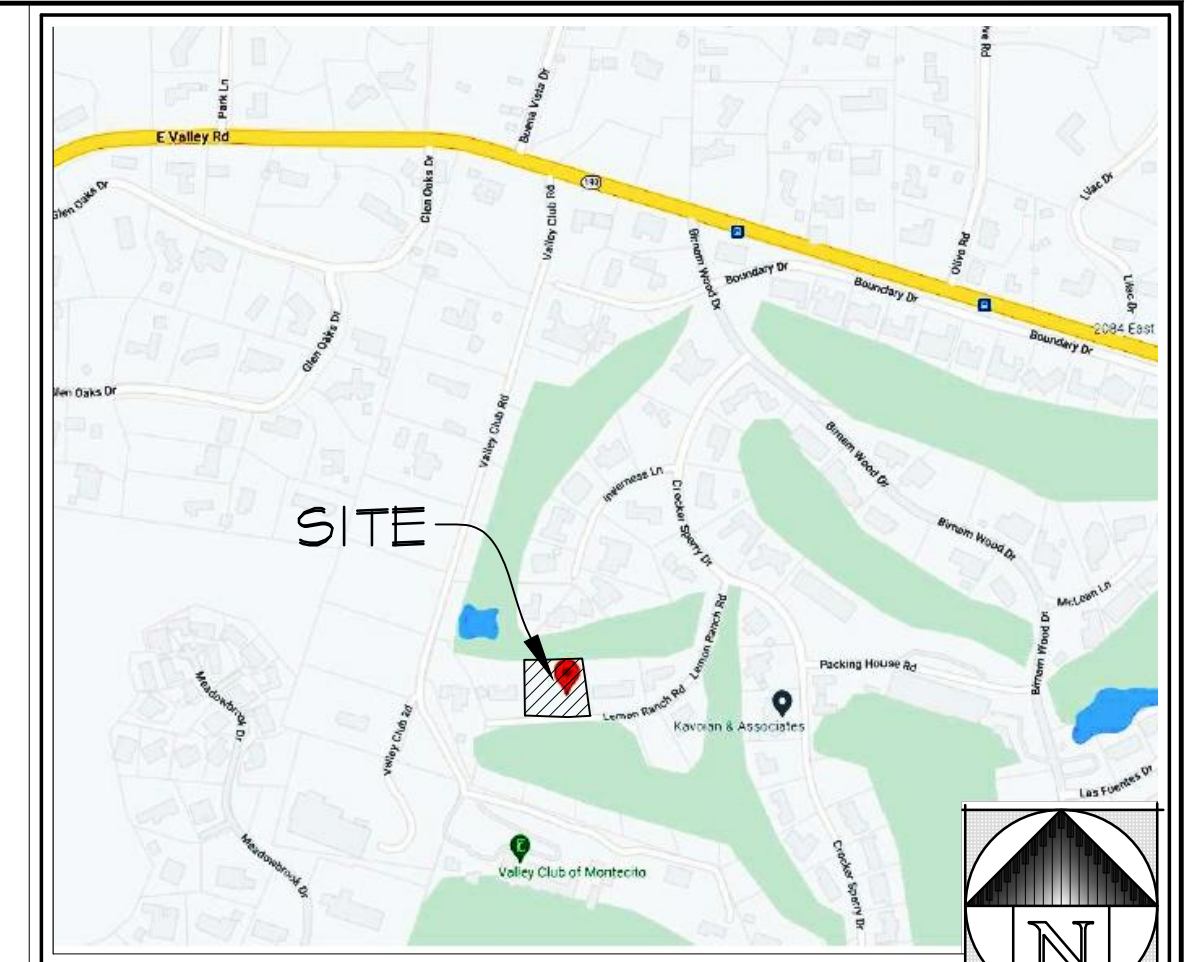
The following sewer line bypass notes are standards and specifications adopted by the District and shall be shown on the Title Sheet or Notes Sheet of the Improvement Plans:

- Contractor shall submit a written sewer bypass plan to the District describing discharge location and type of pump(s) or pumping and transporting vehicles to be used for bypass pumping at least 7 days before the application and shall be approved by the District prior to commencing bypass.
- Contractor shall provide description of procedures and list of equipment for flow control to ensure wastewater overflow prevention.
- Any sump pumps, bypass pumps, trash pumps, or other type of pump which pumps sewage/water or any type of material out of the manhole or wastewater main shall discharge this material into another manhole or appropriate vehicle or container. Under no circumstances shall this material be discharged, stored, or deposited on the ground, swale, or open environment.
- Contractor shall provide the necessary pumps, conduits, and other equipment to divert the flow of sewage around the pipe section in which work is to be performed. The bypass system shall be of sufficient capacity to handle existing flows plus additional flow that might occur during periods of rainstorms. Contractor shall have redundancy equipment in working order and onsite for by-pass operations.
- Contractor shall furnish the necessary labor and supervision to set up and operate the pumping and bypassing system. A "setup" consists of the necessary pumps, conduits, and other equipment to divert the flow of wastewater around a pipe section, from the start to finish of work performed in the section. Pumps and equipment shall be continuously monitored by a Contractor-supplied equipment maintenance person capable of starting, stopping, refueling, and maintaining these pumps during the bypass operation.
- In the event, during any form of sewage flow control, that raw sewage is spilled, discharged, leaked, or otherwise deposited in the open environment, due to the Contractor's work, the Contractor shall clean up solids and disinfect the area affected. This work shall be performed at the Contractor's expense at no additional cost to the District. Notify the District's maintenance personnel immediately regardless of the quantity of spill. Comply with regulatory requirements regarding the quantity of spill at no additional cost to the District.

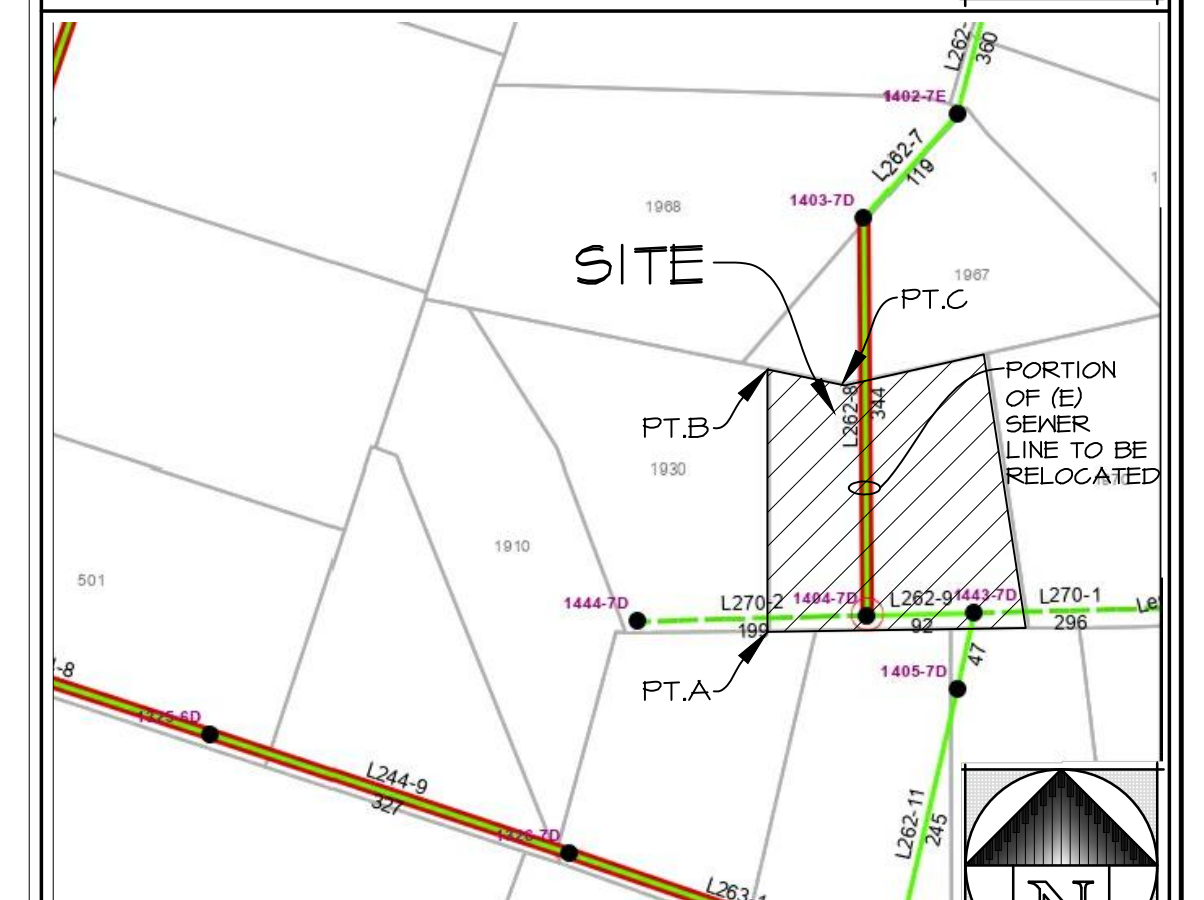
5.00 STANDARD DRAWINGS

The following is a list of the Standard Drawings to be used in a public or private contract. Standard Drawings applicable to the work shall be listed on the title sheet on the construction plans and/or shown on the details sheets.

- | | |
|----------|---|
| NO. 1.0 | STANDARD PLAN SIZE AND LAYOUT |
| NO. 2.0 | BUILDING AND PRIVATE SEWER LATERAL LAYOUT |
| NO. 3.0 | CLEANOUT BOX AND COVER DETAILS |
| NO. 3.1 | SANITARY SEWER FLUSHING CLEANOUT |
| NO. 4.0 | PRIVATE LATERAL INSTALLATION |
| NO. 5.0 | STANDARD MANHOLE DEPTHS OVER 5 FT |
| NO. 5.1 | SHALLOW MANHOLE DEPTHS LESS THAN 5 FT |
| NO. 5.2 | ADJUST MANHOLE FRAME AND COVER TO GRADE |
| NO. 5.3 | BARREL SECTION JOINTS FOR STANDARD MANHOLE |
| NO. 5.4 | STANDARD TRACER WIRE INSTALLATION DETAIL |
| NO. 5.5 | HINGED MANHOLE FRAME AND COVER |
| NO. 6.0 | DROP MANHOLE |
| NO. 7.0 | CHIMNEY CONNECTION TO MAIN |
| NO. 8.0 | WYE INSTALLATION IN EXISTING MAIN |
| NO. 8.1 | WYE INSTALLATION IN EXISTING LINED MAIN |
| NO. 8.2 | NEW LATERAL INSTALLATION TO EXISTING LINED MAIN |
| NO. 9.0 | TRENCH BEDDING AND BACKFILL |
| NO. 10.0 | ABANDONED MANHOLE |
| NO. 11.0 | ABANDONED SEWER LATERAL |
| NO. 12.0 | ABANDONED PIPE PLUG |
| NO. 13.0 | BACKWATER VALVE |



VICINITY MAP



ATLAS/ASSESSORS MAP

PROJECT ADDRESS: 1950 LEMON RANCH DRIVE
SANTA BARBARA, CA. 93108

OWNER: PAUL AND RENEE HASS

PROPOSED WORK: RELOCATE PUBLIC SEWER MAIN

AFN: 00T-510-008

LAND USE ZONE: A-1

LOT AREA: 1.0 AC

FLOOD ZONE: NO

PROJECT DATA

- TOPOGRAPHICAL SURVEY BY: PROBER LAND SURVEYING
DATED JUNE 2019 PH# (805) 452-9690
- PRELIM ARCHITECTURAL DRAWING: TWO TREES ARCHITECT
DATED 10/28/2022 PH# (805) 403-6595
- SOILS REPORT BY: PACIFIC MATERIALS LAB
DATED 10/7/2022 PH# 964-6401

REFERENCES

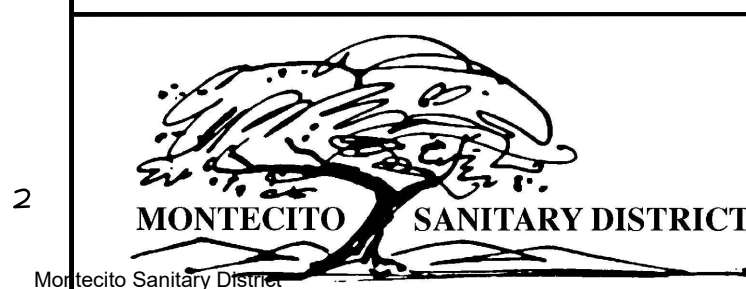
- | | | |
|----------------|-----------------------------|----------------|
| 1. WATER | MONTECITO WATER DISTRICT | 1-805-969-2271 |
| 2. SEWER | MONTECITO SANITARY DISTRICT | 1-805-969-4200 |
| 3. GAS | THE GAS COMPANY | 1-800-421-2200 |
| 4. CABLE T.V. | COX COMMUNICATIONS | 1-805-683-6651 |
| 5. TELEPHONE | VERIZON | 1-800-483-4000 |
| 6. ELECTRICITY | SOUTHERN CALIFORNIA EDISON | 1-800-684-8123 |

UTILITY COMPANY & CONTACTS

- MSD SPECIFICATION, SITE DATA
- PLAN, PROFILE, SYMBOLS

SHEET INDEX

AS-BUILT DRAWINGS



DESIGN: MG
DRAWN: EG
CHECKED:
BID NO.:
PAGE:
ATLAS:

SCALE:
VERT. 1" = 4'
HOR. 1" = 20'

WARNING
0 1/2 1
IF THIS BAR DOES NOT MEASURE 1", THEN DRAWING IS NOT TO SCALE

REVISIONS			
NO.	DESCRIPTION	DATE	APPROVED
REV 1	AS BUILT	7/25/2024	

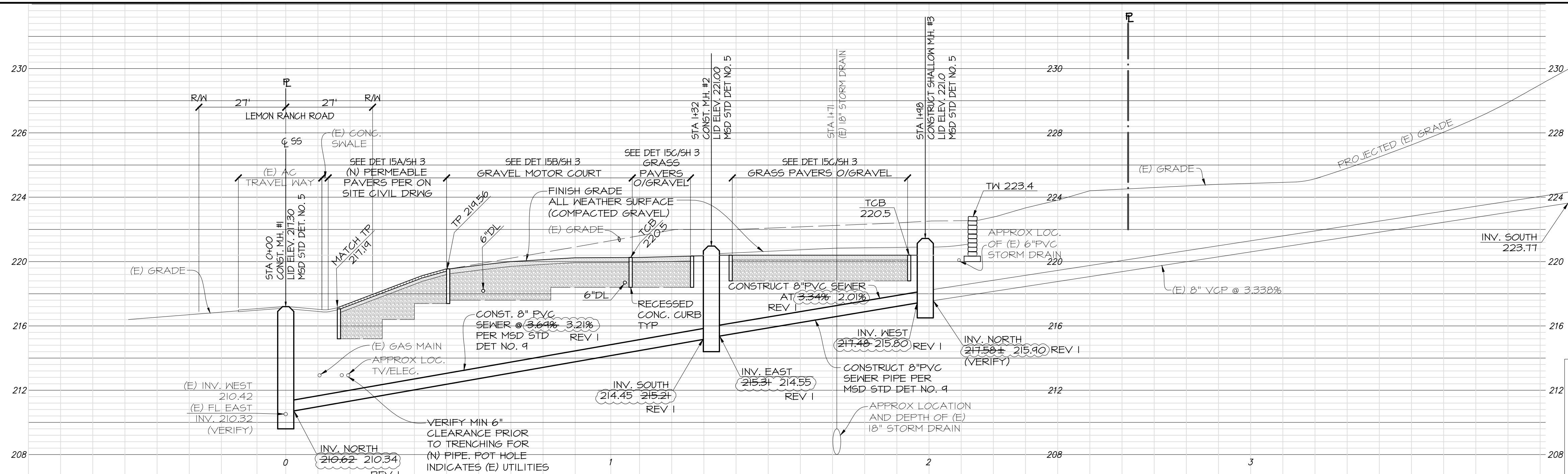
MIKE GONES
CIVIL ENGINEER
RCE 3898
Exp. 3/29/2025
1000 W. 112nd ST.
SANTA BARBARA, CA 93101
PH: (805) 966-0225
FAX: (805) 966-3800
mkgones@prober.com



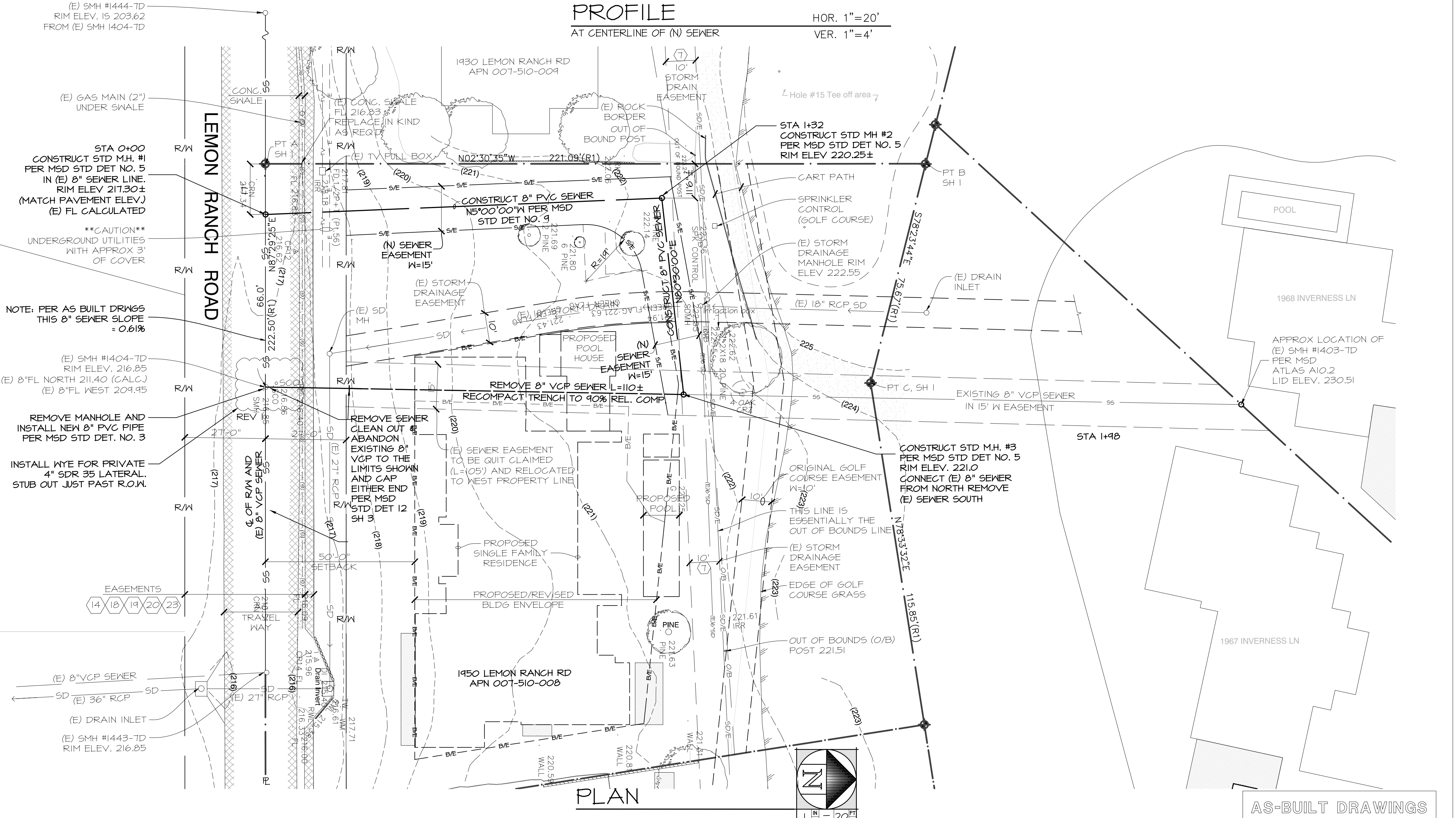
MONTECITO SANITARY DISTRICT
1042 Monte Cristo Lane Santa Barbara, CA 93108
Approved: _____ Date _____, 20____
General Manager

PLAN AND PROFILE
SANITARY SEWER
1950 LEMON RANCH RD
MONTECITO SANITARY DISTRICT

PROJ. NO. MG 22781A
DWG. NO. EXT A-10.9.1
SHT. 1 OF 3 SHTS.



PROFILE
AT CENTERLINE OF (N) SEWER
HOR. 1"=20'
VER. 1"=4'



PLAN
AS-BUILT DRAWINGS

SYMBOLS

- AC ASPHALT PAVEMENT
- AD AREA DRAIN
- BC BEGIN CURB
- BD BUILDING DRAIN
- BDE BUILDING ENVELOPE
- BOX BOTTOM OF FOOTING
- BOL BOLLARD
- B5 BUILDING SEWER
- BWV BACK WATER VALVE
- CI CAST IRON
- CSK CENTER/SINK
- CO CLEAN OUT/GRS OUTLET
- CP CONTROL POINT
- D/E DEVELOPMENT ENVELOPE
- DI DRAIN INLET
- DL DRAIN LINE
- DO DRAIN OUTLET
- DS DOWN SPOUT
- DTW DRAIN THRU WALL
- EX EXISTING
- EJ EXPANSION JOINT
- EL EASEMENT LINE
- EP EDGE OF PAVEMENT
- FD FRENCH DRAIN
- FF FINISH FLOOR/TOP OF SLAB
- F6 FINISH GRADE
- FH FIRE HYDRANT
- FL FLOW LINE
- FS FLAGSTONE
- FAL FIRELINE
- G GRADE
- GB GRADE BREAK
- GM GAS METER
- GV GATE VALVE
- HD HOSE DIP
- HL HOSE LINE
- HP HIGH POINT
- IP IRON PIPE
- IRR IRRIGATION
- IV IRRIGATION VALVE
- LA LANDSCAPE ARCHITECT
- LD LEACH DRAIN
- LL LEACH LINE
- LS LICENSED SURVEYOR
- MH MAN HOLE
- N NEW
- NC NOT IN CONTRACT
- OF OVERFLOW
- OH ROOF OVERHANG
- PL PROPERTY LINE
- PLT PLANTER
- PP POWER POLE
- PR PRESSURE REGULATOR
- R REMOVE
- ROW RIGHT OF WAY
- RWL RAIN WATER LINE
- SB SPLASH BLOCK
- SD STORM DRAIN
- SD/E STORM DRAIN EASEMENT
- SE SEWER EASEMENT
- SMH SEWER MANHOLE
- SL SEWER LATERAL
- SS SANITARY SEWER
- S/C SAWCUT
- SW SIDEWALK
- TC TOP OF CONCRETE
- TGB TOP OF CURB
- TD TOP OF DECK
- TF TOP OF FLAGSTONE
- TGR TOP OF GUARDRAIL
- TP TOP OF PAVEMENT
- TR TREE
- TOS TOP OF SLAB
- TS TOP OF SLOPE
- TSW TOP OF SIDEWALK
- TM TOP OF MALL
- UNO UNLESS NOTED OTHERWISE
- VLT VAULT
- VW WATER VALVE
- WM WATER METER
- WM (E) ELEVATION
- W (E) ELEVATION
- 100- IN/CONTOUR
- 102- IN/CONTOUR
- DIRECTION OF SURFACE DRAINAGE
- ⊕ SOIL BORING/TEST PIT
- UTILITY POLE
- ⊙ PROPERTY CORNER

EASEMENTS:
Exceptions & Exclusions
Title No. 4203-6752969 by First American Title Co. Dec.23, 2021

Items:

- An easement for ROAD AND UNDERGROUND UTILITIES and incidental purposes, recorded NOVEMBER 29, 1957 as INSTRUMENT NO. 24749 IN BOOK 1488, PAGE 548 of Official Records.
In Favor of: C. PARDEE ERDMAN, ET UX.
Affects: THE LAND
- An easement for PUBLIC UTILITIES and incidental purposes, recorded MARCH 10, 1958 as INSTRUMENT NO. 5475 IN BOOK 1508, PAGE 510 of Official Records.
In Favor of: GENERAL TELEPHONE COMPANY OF CALIFORNIA, A CORPORATION
Affects: THE LAND
- An easement for PUBLIC UTILITIES and incidental purposes, recorded OCTOBER 14, 1958 as INSTRUMENT NO. 24965 IN BOOK 1561, PAGE 516 of Official Records.
In Favor of: SOUTHERN CALIFORNIA EDISON COMPANY, A CORPORATION
Affects: THE ROUTE OR LOCATION OF SAID EASEMENT CANNOT BE DETERMINED FROM THE RECORD
- An easement for GOLF COURSE and incidental purposes, recorded AUGUST 19, 1966 as INSTRUMENT NO. 8847410 of Official Records.
In Favor of: BIRNAM WOOD GOLF CLUB, A CORPORATION
Affects: THE LAND

Document(s) declaring modifications thereof recorded APRIL 18, 1989 as INSTRUMENT NO. 8925099 of Official Records.
- An easement for MAINTENANCE, REPAIR AND MODIFICATION OF A FENCE and incidental purposes, recorded OCTOBER 2, 1967 as INSTRUMENT NO. 28399 IN BOOK 2206, PAGE 1008 of Official Records.
In Favor of: BIRNAM WOOD GOLF CLUB
Affects: THE ROUTE OR LOCATION OF SAID EASEMENT CANNOT BE DETERMINED FROM THE RECORD
- An easement for PUBLIC UTILITIES and incidental purposes, recorded OCTOBER 27, 1967 as INSTRUMENT NO. 87-80547 of Official Records.
In Favor of: SOUTHERN CALIFORNIA GAS COMPANY, A CALIFORNIA CORPORATION
Affects: THE LAND

Document(s) declaring modifications thereof recorded MARCH 02, 1989 as INSTRUMENT NO. 8914041 of Official Records.
- An easement for PUBLIC UTILITIES and incidental purposes, recorded JULY 12, 1988 as INSTRUMENT NO. 88-42291 of Official Records.
In Favor of: GENERAL TELEPHONE COMPANY OF CALIFORNIA, A CORPORATION
Affects: THE LAND
- An easement for PUBLIC UTILITIES and incidental purposes, recorded OCTOBER 19, 1988 as INSTRUMENT NO. 88-57410 of Official Records.
In Favor of: SOUTHERN CALIFORNIA EDISON COMPANY, A CORPORATION
Affects: THE LAND
- An easement for ROADWAY AND P.U. AND LANDSCAPING and incidental purposes, recorded DECEMBER 22, 1988 as INSTRUMENT NO. 88-82352 AND RE-RECORDED FEBRUARY 22, 1989 AS INSTRUMENT NO. 89-11446, BOTH of Official Records.
In Favor of: BIRNAM WOOD GOLF CLUB, A DELAWARE CORP.
Affects: THE LAND
- An easement for PUBLIC UTILITIES and incidental purposes, recorded FEBRUARY 17, 1989 as INSTRUMENT NO. 89-11197 of Official Records.
In Favor of: MONTECITO SANITARY DISTRICT
Affects: THE LAND
- An offer of dedication for SANITARY SEWERS AND APPURTENANT STRUCTURES and incidental purposes, recorded FEBRUARY 17, 1989 as INSTRUMENT NO. 89-11198 of Official Records.
To: PUBLIC USE
- The location of the easement cannot be determined from record information, INSTRUMENT NO. 89-15449 of Official Records.
In Favor of: MONTECITO VALLEY RANCH COMPANY, A DELAWARE CORPORATION
Affects: THE LAND
- An easement for GOLF COURSE and incidental purposes, recorded MARCH 09, 1989 as INSTRUMENT NO. 89-15450 of Official Records.
In Favor of: BIRNAM WOOD GOLF CLUB, A DELAWARE CORPORATION
Affects: THE LAND

Surveyor's Notes:

- BOUNDARY DATA:** TRACT MAP No.13,729 BK.153, PGS.11-16 (R1)
- HORIZONTAL DATUM:** NAD83(NAD81)(NAD82); SPC CA05, EPOCH 2021.750; SMARTNET NA RTCM ID 3229 *
- VERTICAL DATUM:** NAVD88; INITIAL STA. SMARTNET RTCM ID 3229; ELEV.=130.111' @ PHASE CENTER
- PARCEL SIZE:** 1.00 AC. GROSS & 0.67AC. NET (R1)
- EASEMENTS:** FIRST AMERICAN TITLE COMPANY OR.NO. 4203-6752969
- ORTHOMOSAIC:** IMAGE OVERLAY / PHANTOM 4 PRO DRONE + PIX4D MAPPER.
- ROTATION TO GRID:** -0° 52' 55"

AS BUILT/RECORD INFORMATION

(E) PIPE LOCATIONS BASED ON PENFIELD & SMITH ENGINEERS, INC. DRAWINGS DATED 3/22/89. PLEASE NOTE THESE DRAWINGS ARE BASED ON A DIFFERENT SURVEY DATUM. ALL PIPE FLOWLINE/INVERT ELEVATIONS SHALL BE VERIFIED IN THE FIELD.

ATTENTION:

ALL UNDERGROUND UTILITIES AND SUBSTRUCTURES SHOWN HEREON WERE OBTAINED FROM THE BEST AVAILABLE SOURCES AND ARE PRESUMED TO BE ACCURATE AND COMPLETE. BUT SINCE THE INFORMATION WAS OBTAINED FROM OTHERS, IT SHALL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO VERIFY, LOCATE, AND PROTECT ALL UTILITIES AND SUBSTRUCTURES SHOWN OR NOT SHOWN.

MARK OUT PROPOSED EXCAVATION AREA IN WHITE PAINT OR PROVIDE OTHER SUITABLE MARKINGS.

CALL UNDERGROUND SERVICE ALERT AT 811 FROM 8AM TO 7PM, MONDAY THROUGH FRIDAY (EXCLUDING HOLIDAYS) AT LEAST TWO BUSINESS DAYS BEFORE DIGGING. NOTIFYING UNDERGROUND SERVICE ALERT PRIOR TO EXCAVATION IS REQUIRED BY CALIFORNIA STATE LAW. FAILURE TO CALL 811 CAN CARRY HEAVY FINES. UNDERGROUND SERVICE ALERT WILL CONTACT LOCAL UTILITIES TO MARK THE LOCATION OF ALL UTILITY-OWNED LINES FOR FREE.

WAIT UNTIL THE UTILITY COMPANY EITHER MARKS ITS PIPELINES AND INDICATES PIPE MATERIAL AND DIAMETER - OR ADVISES YOU THE AREA IS CLEAR OF ITS PIPES BEFORE YOU START DIGGING.

USE ONLY HAND TOOLS WITHIN 24 INCHES OF EACH MARKED UTILITY LINE TO DETERMINE THE EXACT LOCATION OF ALL LINES BEFORE USING ANY POWER EXCAVATION EQUIPMENT IN THE AREA. MEASURE THE 24 INCHES FROM THE INDICATED OUTSIDE DIAMETER ON EACH SIDE OF THE PIPE.

811

UNDERGROUND SERVICE ALERT



DESIGN	MG
DRAWN	EG
CHECKED	
BID NO.	
PAGE	
ATLAS	

SCALE:
VERT. 1"=4'
HOR. 1"=20'

WARNING

IF THIS BAR DOES NOT MEASURE 1" THEN DRAWING IS NOT TO SCALE

REVISIONS				
NO.	DESCRIPTION	DATE	APPROVED	
REV 1	AS BUILT	7/25/2024		

MIKE GONES
CIVIL ENGINEER

REG. NO. 12578 CALIFORNIA, CA 94901
EXP. 3/28/2028

PH: (805) 996-9282
CELL: (805) 996-9282
MKGONES@GONES.COM

MONTECITO SANITARY DISTRICT
1042 Monte Cristo Lane Santa Barbara, CA 93108

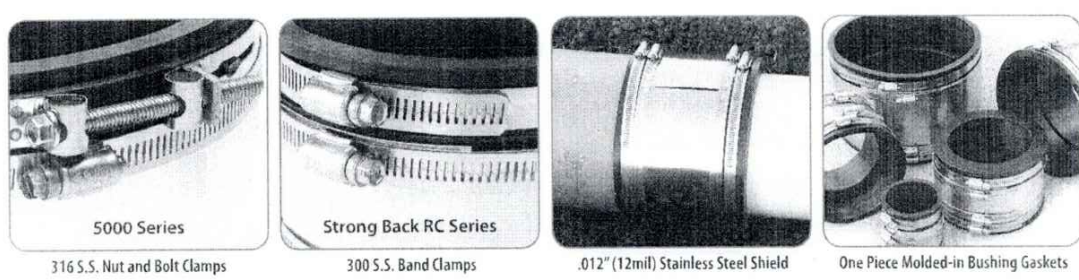
Approved: _____ Date _____, 20__
General Manager

**PLAN AND PROFILE
SANITARY SEWER
1950 LEMON RANCH RD
MONTECITO SANITARY DISTRICT**

PROJ. NO. MG 22781A
DWG. NO. EXT A-10.9.1
SHT. 2 OF 3 SHTS.

RC Series & 5000 Series Repair Couplings

The Ultimate RC Couplings - Engineered for resistance to heavy earth loads and shear forces, while providing improved pipe alignment.



Ultimate Shear Resistance - 316L (2mm) 300 series stainless steel shear ring is the heaviest the industry offers with excellent resistance to corrosion.

Ultimate Pipe Alignment - Due to the thickness and strength of the Strong Back RC Series shear ring, you are assured consistent pipe alignment against shear forces from soil compaction, shifting and settling, and improper backfill.

Ultimate Sealing Clamps - Ferrico RC Series Couplings come with 301 series stainless steel worm gear clamps. The 5000 Series Couplings come with 316 series stainless steel nut and bolt clamps. Both offer great corrosion resistance.

Ultimate Sealing Gasket - Designed for same pipe size and material connections as well as differing pipe size and pipe material connections. The gasket has a smooth inside surface providing greater sealing performance than ribbed surfaces. The smooth external wall of the gasket makes contact 360° over its entire length. This equates to a larger sealing surface and a higher coefficient of friction, providing maximum sealing capabilities as well as preventing slippage under the weight of shear forces. The gaskets have excellent resistance to sewer gas, common household chemicals found in the sewer system, as well as dry rot, fungus, growth, ozone and UV. When properly installed Strong Back RC series gaskets will provide decades of problem free service.

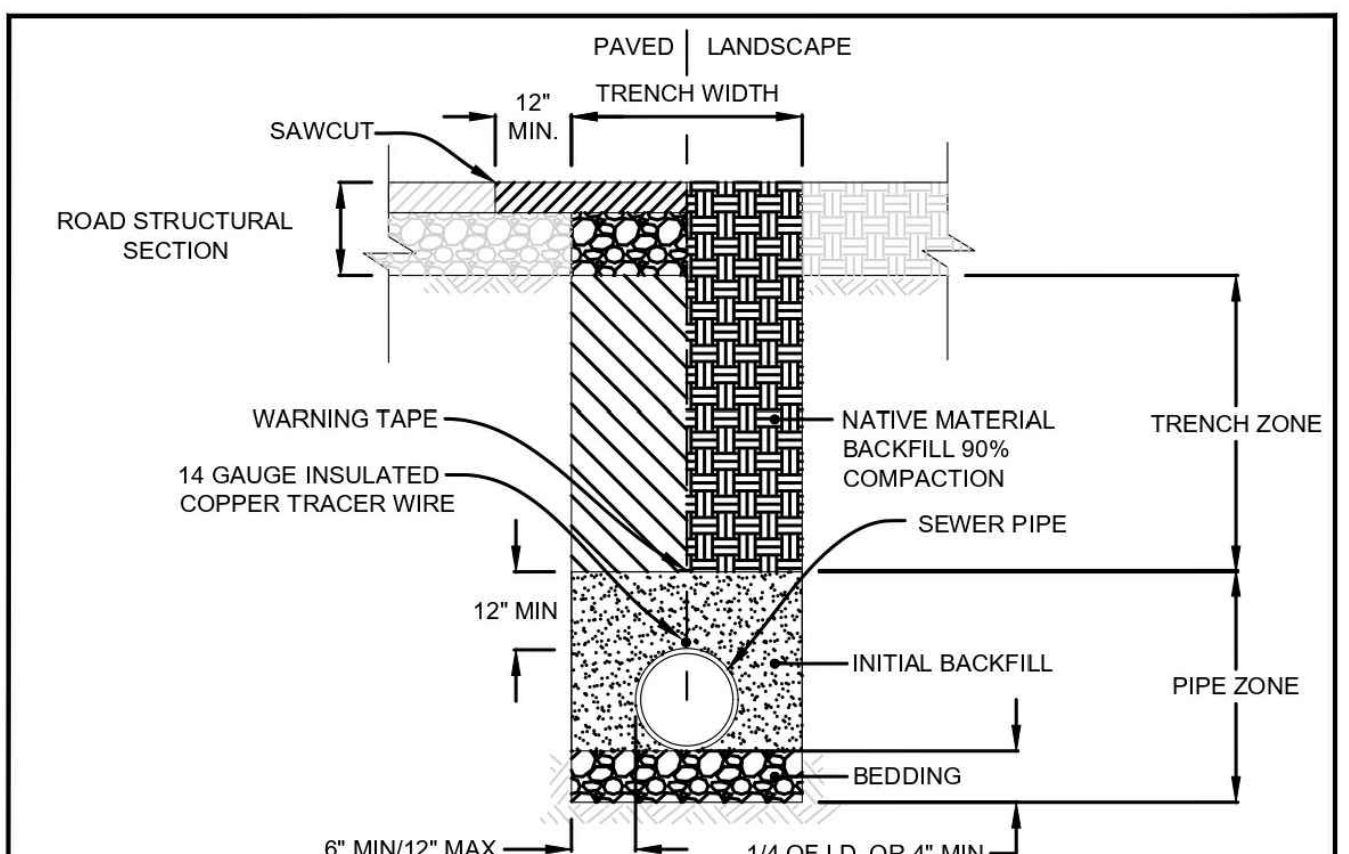
Ultimate Transition Connections - When making transition connections of differing pipe sizes or materials, the Strong Back RC Series gasket features a one piece molded-in bushing. *Optional part numbers come with an inner bushing.

Ultimate Versatility - Ferrico RC Series & 5000 Series couplings offer the ability to connect clay, concrete, asbestos cement fibre, ductile iron, cast iron, steel, plastic and copper.

Meets requirements of:

- ASTM C 1173 - Standard Specification for Flexible Transition Couplings for Underground Piping Systems
- ASTM D 5928 - Standard Specification for Poly Vinyl Chloride (PVC) Gaskets for Storm, Sewer, and Storm (SWS) Sewer, Sanitary, and Storm Plumbing Systems
- CSA B601 - mechanical couplings for drain, waste, vent pipes and sewer pipe

United States: PH: 810-651-7200, FX: 810-651-8714
Canada: PH: 519-312-3300, FX: 519-312-8418



CONSTRUCTION NOTES:

PIPE ZONE

- THE BEDDING SHALL BE 1/2" CRUSHED ROCK FOR PIPE 10" OR SMALLER, 3/4" CRUSHED ROCK FOR PIPE 12" AND LARGER.
- PIPE AND FITTINGS ABOVE THE BEDDING SHALL BE SAND WITH A SAND EQUIVALENT GREATER THAN 30, COMPACTED TO 95% RELATIVE DENSITY.
- YELLOW SAND NOT ALLOWED.
- PIPE AND FITTINGS SHALL BE PVC SDR-35 GASKETED JOINTS. GLUE JOINTS NOT ALLOWED.

TRENCH ZONE

- FOR COUNTY OR STATE ROADWAYS, BACKFILL SHALL BE 1 SACK CEMENT SLURRY UNLESS STATED OTHERWISE IN THE CONDITIONS OF THE ENCROACHMENT PERMIT.
- FOR PRIVATE ROADS AND LANES, BACKFILL SHALL BE 1 SACK CEMENT SLURRY MIN. DEPTH 2', MAX. DEPTH 5', ADDITIONAL TRENCH

GENERAL NOTES:

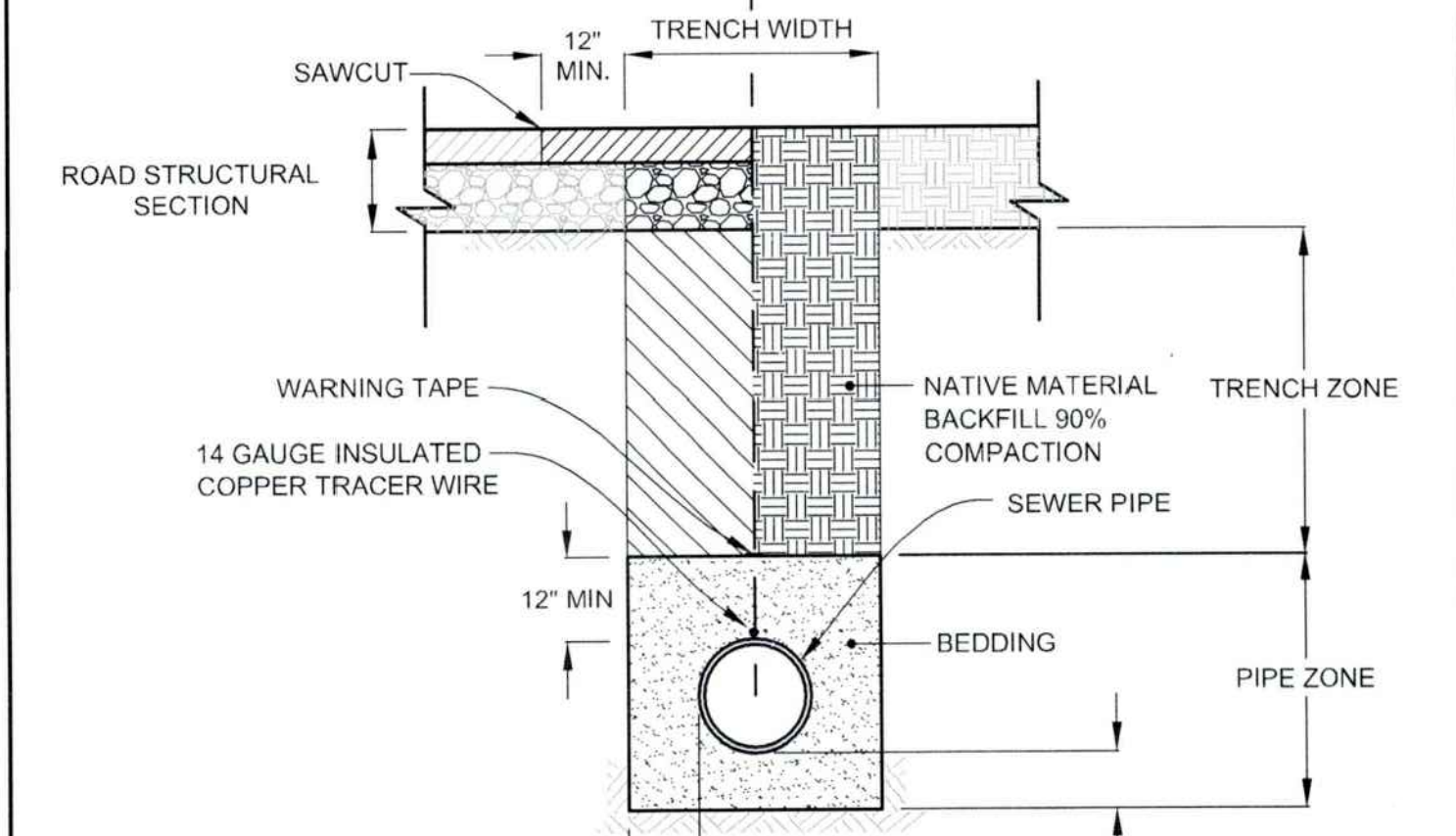
ALL WORK WITHIN COUNTY OR STATE ROADWAYS SHALL BE VISUALLY INSPECTED BY DISTRICT REPRESENTATIVE PRIOR TO BACKFILL.

MAR 2024 DATE

JOHN WEIGOLD GENERAL MANAGER

TRENCH BEDDING AND BACKFILL - PIPE REPAIR

STANDARD DRAWING NO. 91



CONSTRUCTION NOTES:

PIPE ZONE

- BEDDING SHALL BE SAND WITH A SAND EQUIVALENT GREATER THAN 30, COMPACTED TO 95% RELATIVE DENSITY.
- YELLOW SAND NOT ALLOWED.
- PIPE AND FITTINGS SHALL BE PVC SDR-35 GASKETED JOINTS. GLUE JOINTS NOT ALLOWED.

TRENCH ZONE

- FOR COUNTY OR STATE ROADWAYS, BACKFILL SHALL BE 1 SACK CEMENT SLURRY UNLESS STATED OTHERWISE IN THE CONDITIONS OF THE ENCROACHMENT PERMIT.
- FOR PRIVATE ROADS AND LANES, BACKFILL SHALL BE 1 SACK CEMENT SLURRY MIN. DEPTH 2', MAX. DEPTH 5', ADDITIONAL TRENCH BACKFILL BELOW BOTTOM OF SLURRY SHALL BE NATIVE MATERIAL FREE

GENERAL NOTES:

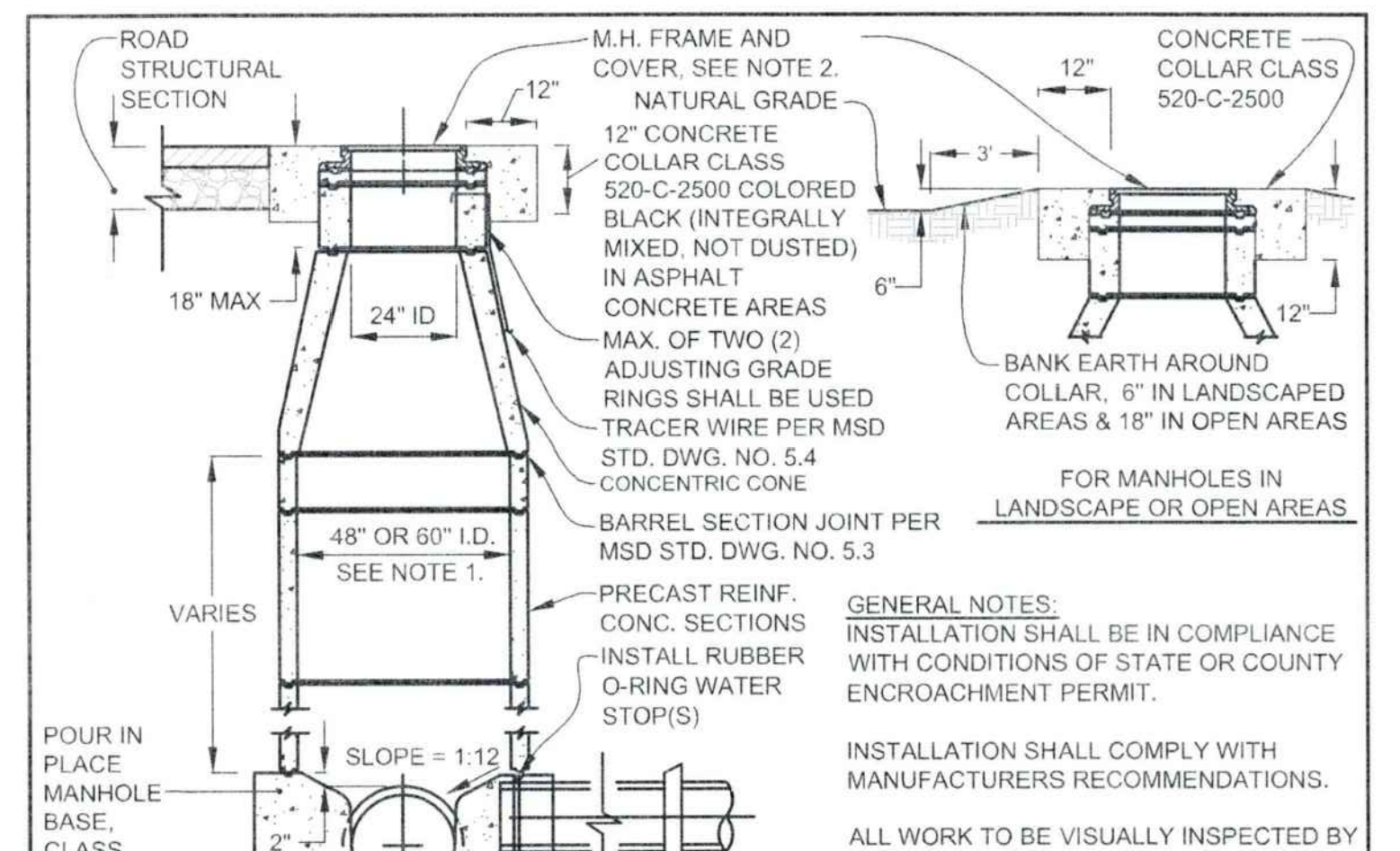
ALL WORK WITHIN COUNTY OR STATE ROADWAYS SHALL BE VISUALLY INSPECTED BY DISTRICT REPRESENTATIVE PRIOR TO BACKFILL.

AUGUST 2017 DATE

DIANE GABRIEL GENERAL MANAGER

TRENCH BEDDING AND BACKFILL

STANDARD DRAWING NO. 9.0



CONSTRUCTION NOTES:

- STANDARD MANHOLE SIZE SHALL BE 48" I.D. FOR MANHOLES WITH SEWER PIPES LESS THAN 18" DIAMETER. FOR PIPES 18" DIAMETER OR LARGER, MANHOLE DIAMETER SHALL BE 60" I.D. WITH A 30" FRAME AND COVER.
- FRAME AND COVER SHALL BE ALHAMBRA FOUNDRY A-1254-6, OR APPROVED EQUAL, UNLESS SPECIFIED BY DISTRICT. COVER SHALL BE LETTERED WITH THE WORD "SEWER" AND HAVE A DIAMOND TREAD PATTERN, 1" NOTCH AND 1" DIA PILE HOLE. ADJUST FRAME AND COVER TO FINISHED ROADWAY GRADE PER MSD STD. DWG. NO. 5.2.
- MORTAR JOINTS ON THE INSIDE. MASTIC SHALL BE USED FOR ALL JOINTS EXCEPT GRADE RINGS. GRADE RINGS TO HAVE MORTAR APPLIED TO INSIDE AND OUTSIDES OF JOINTS. SUBGRADE SHALL BE COMPACTED TO MIN. 95% RELATIVE DENSITY PRIOR TO PLACEMENT OF MANHOLE BASE.

GENERAL NOTES:

INSTALLATION SHALL BE IN COMPLIANCE WITH CONDITIONS OF STATE OR COUNTY ENCROACHMENT PERMIT.

INSTALLATION SHALL COMPLY WITH MANUFACTURER'S RECOMMENDATIONS.

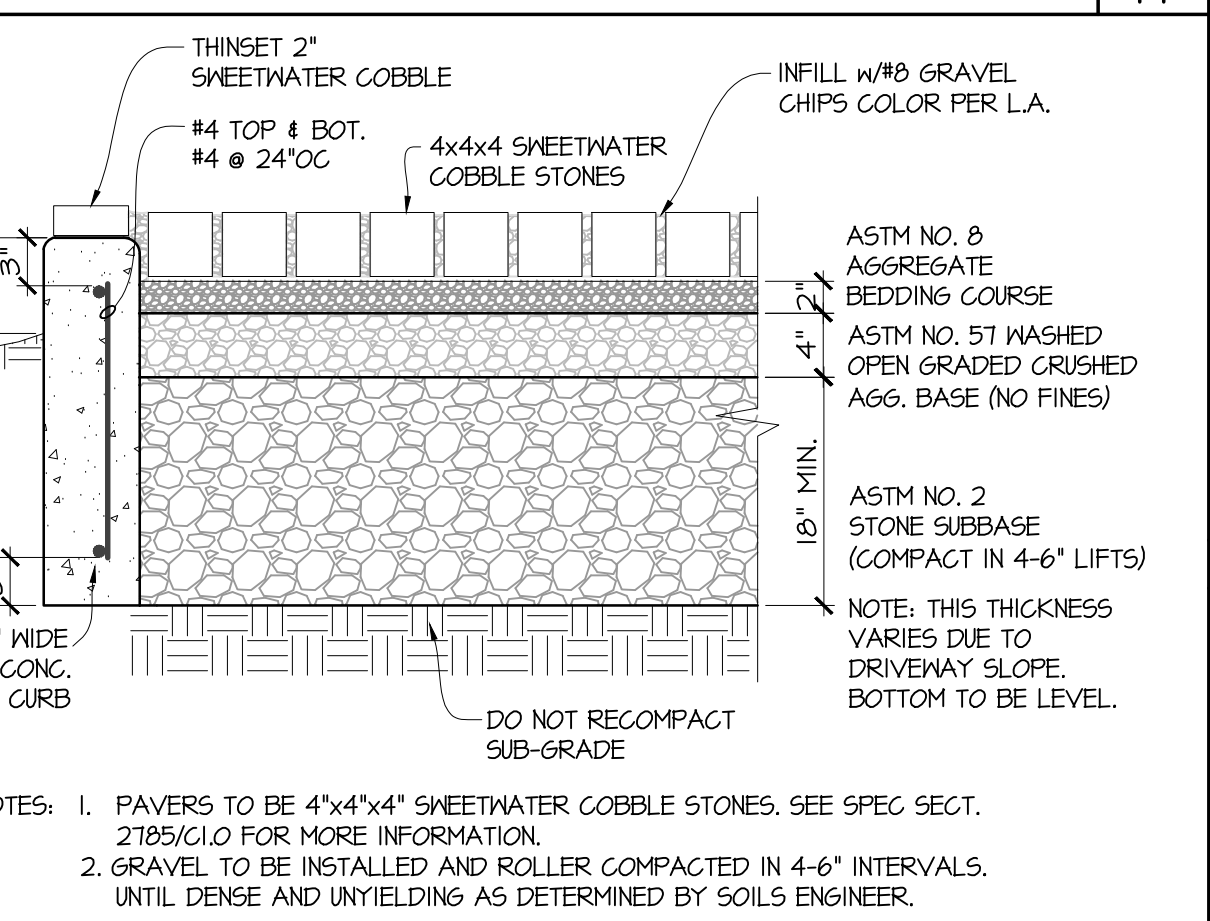
ALL WORK TO BE VISUALLY INSPECTED BY DISTRICT REPRESENTATIVE PRIOR TO BACKFILL.

JULY 2017 DATE

DIANE GABRIEL GENERAL MANAGER

STANDARD MANHOLE DEPTHS OVER 5 FT

STANDARD DRAWING NO. 5.0



NOTES:

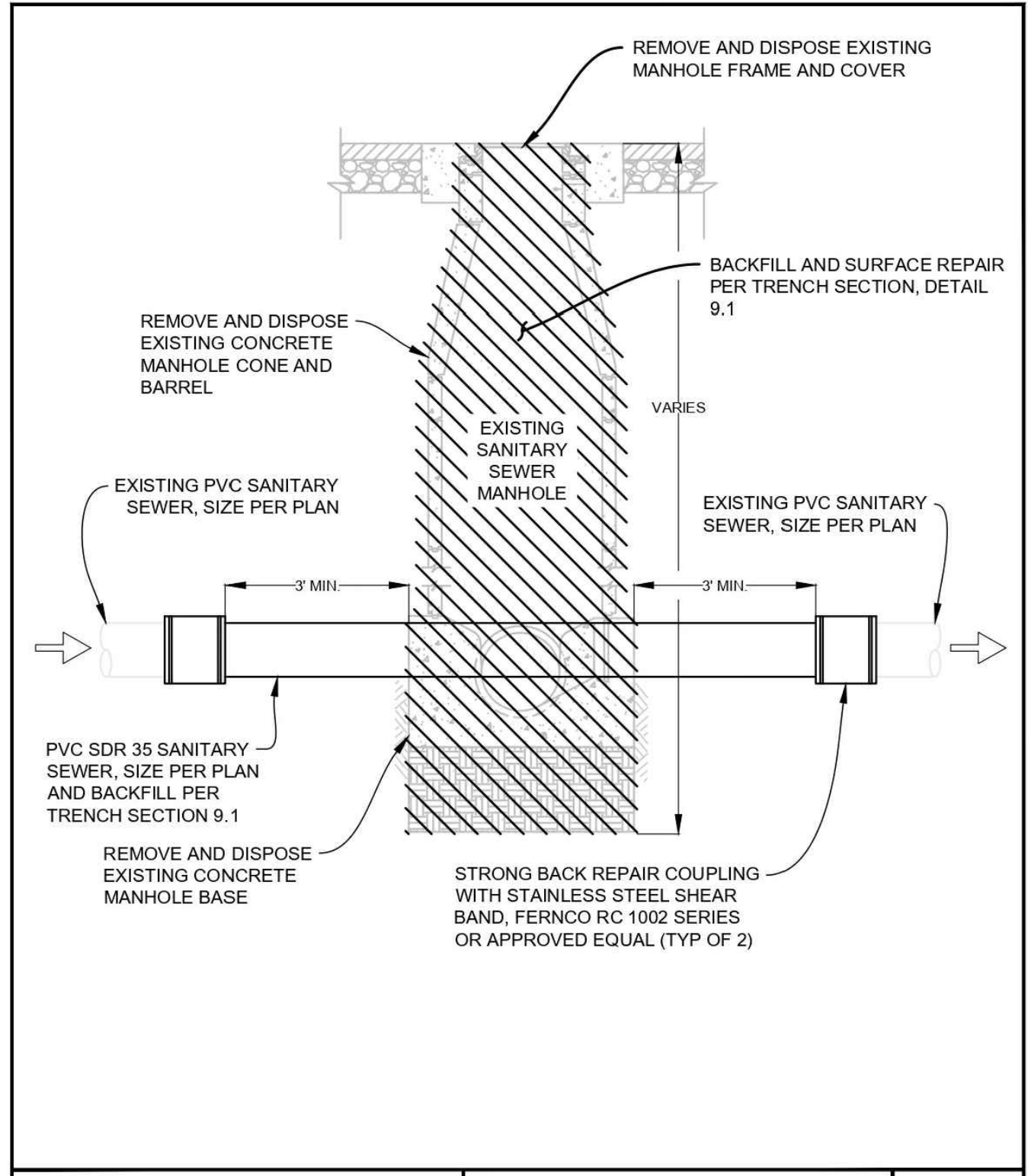
- PAVERS TO BE 4"x4"x4" SWEETWATER COBBLE STONES. SEE SPEC SECT. 2105/C10 FOR MORE INFORMATION.
- GRAVEL TO BE INSTALLED AND ROLLER COMPACTED IN 4-6" INTERVALS. UNTIL DENSE AND UNYIELDING AS DETERMINED BY SOILS ENGINEER.

MAR 2024 DATE

JOHN WEIGOLD GENERAL MANAGER

DRIVEWAY

STANDARD DRAWING NO. 15A

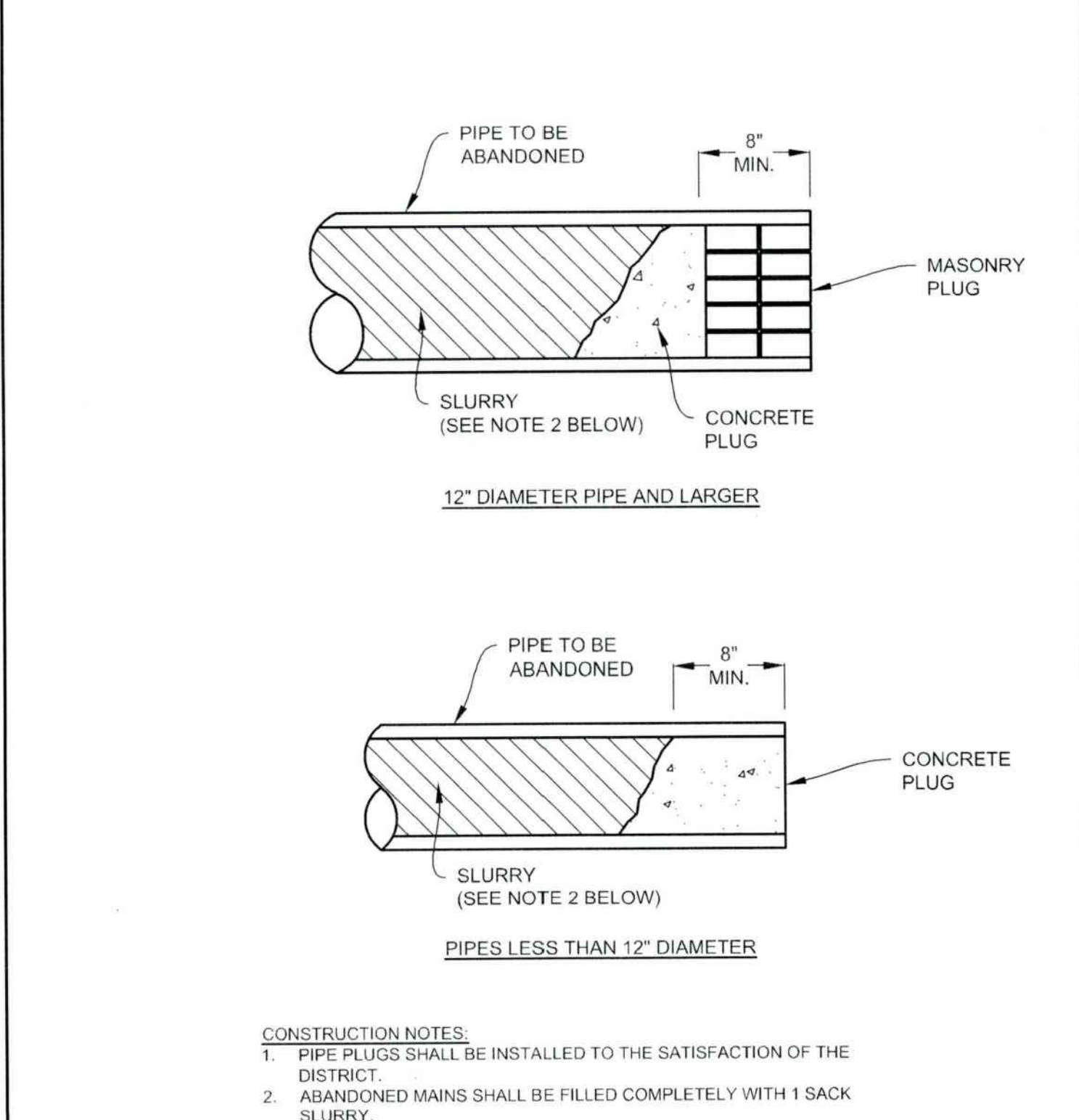


MAR 2024 DATE

JOHN WEIGOLD GENERAL MANAGER

MANHOLE REMOVAL DETAIL

STANDARD DRAWING NO. 130

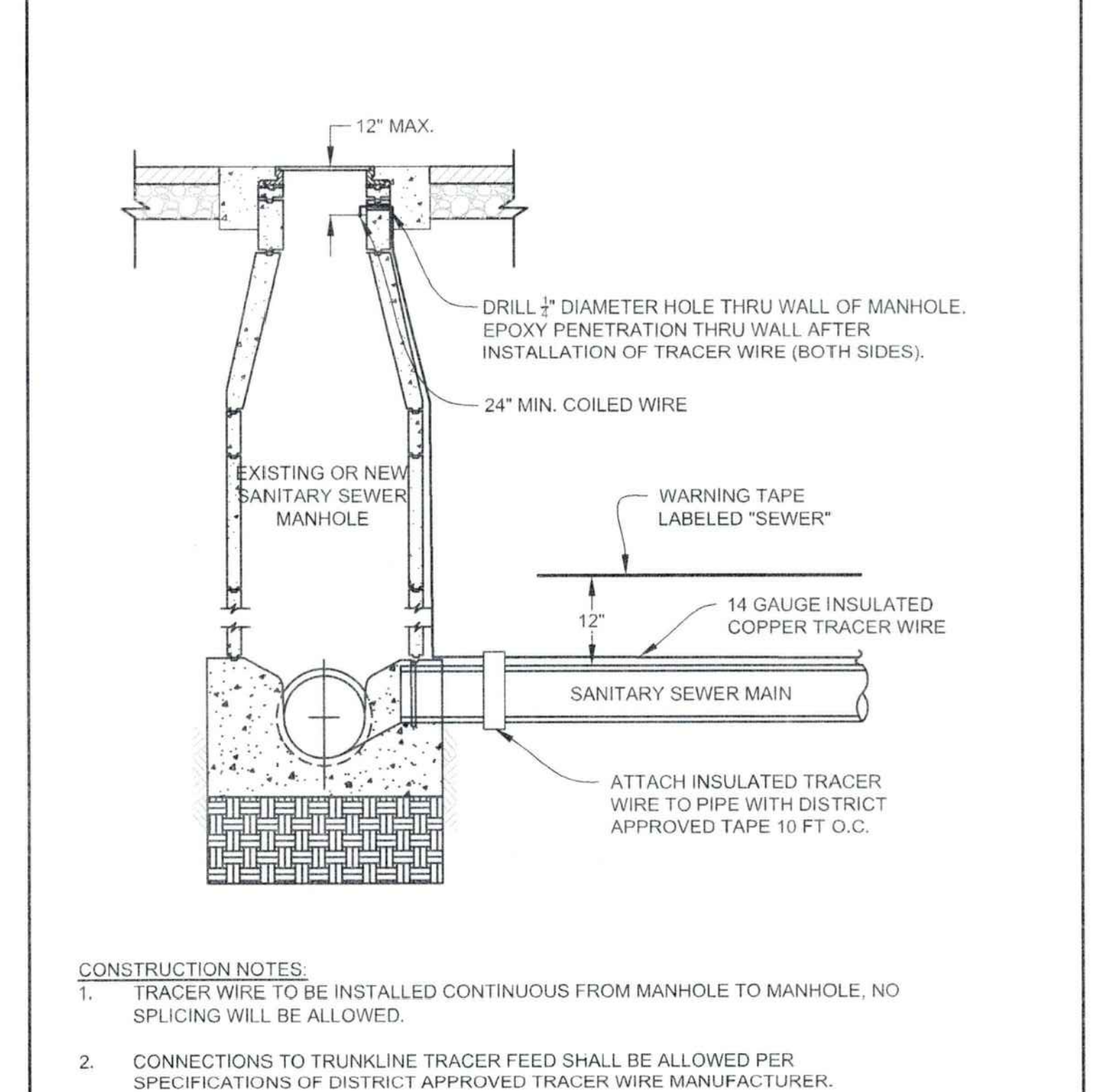


JUNE 2017 DATE

DIANE GABRIEL GENERAL MANAGER

ABANDONED PIPE PLUG

STANDARD DRAWING NO. 12.0



SEPT 2017 DATE

DIANE GABRIEL GENERAL MANAGER

STANDARD TRACER WIRE INSTALLATION DETAIL

STANDARD DRAWING NO. 5.4

MONTECITO SANITARY DISTRICT

DESIGN: MG
DRAWN: EG
CHECKED: EG
SCALE: VERT. 1" = 4'
HOR. 1" = 20'

REVISIONS:

NO.	DESCRIPTION	DATE	APPROVED
REV 1	AS BUILT	7/25/2024	

MONTECITO SANITARY DISTRICT

1042 Monte Cristo Lane Santa Barbara, CA 93108

Approved: _____ Date _____, 20__

General Manager

MIKE GONES CIVIL ENGINEER

PROFESSIONAL CIVIL ENGINEER

NO. 9190 Exp. 3/28/2025

REG. STATE OF CALIFORNIA

AS-BUILT DRAWINGS

MONTECITO SANITARY DISTRICT

PLAN AND PROFILE SANITARY SEWER

1950 LEMON RANCH RD

MONTECITO SANITARY DISTRICT

PROJ. NO. MG 22781A

DWG. NO. EXT A-10.9.1

SHT. 3 OF 3 SHTS.

**EXHIBIT B
QUITCLAIM DEED**

RECORDING REQUESTED BY:

MONTECITO SANITARY DISTRICT
1042 Monte Cristo Lane
Santa Barbara, CA 93108-2809

AND WHEN RECORDED MAIL TO

Montecito Sanitary District:
Attn: Bryce Swetek, P.E.
1042 Monte Cristo Ln,
Montecito, CA 93108

No fee for recording pursuant to Government Code 6103
APN: 007-510-008

QUITCLAIM DEED

This Quitclaim Deed (“Quitclaim”) is made by the Montecito Sanitary District, a California independent special district (“District”), for the purpose of terminating a portion of the easement against certain real property located at 1950 Lemon Ranch Road, Santa Barbara, California 93108, Assessor Parcel Number 007-510-008 (“Property”).

RECITALS

- A. A non-exclusive easement was recorded in favor of the District on February 17, 1989 as Instrument No. 89-11197 in the official records of the County of Santa Barbara County Recorder (“Easement”);
- B. The Easement affected numerous parcels within the Birnam Wood Golf Club development, including but not limited to the Property.
- C. The Property is currently owned by Paul Haas and Renee Haas, Trustees of the Haas Family Trust dated October 30, 1998 (“Owners”);
- D. Owners relocated certain wastewater facilities pursuant to a Dedication Agreement for Wastewater Facilities (“Dedication”);
- E. As a condition of the Dedication, the District agreed to execute this Quitclaim to terminate those portions of the Easement over the Property which are no longer needed owing to the realignment of the Easement and the relocation of the District wastewater facilities within the Easement;

NOW, THEREFORE, the District forever remises, releases and quitclaims that certain portion of the Easement to the Owners which is depicted on the site plan attached as Attachment A and is more specifically described in Attachment B, both of which are incorporated herein by reference.

**EXHIBIT B
QUITCLAIM DEED**

IN WITNESS WHEREOF, the duly authorized individuals below execute this Quitclaim.

“DISTRICT”

Montecito Sanitary District

Approved as to Form:

Authorized Signatory:

Signature: _____

Signature: _____

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

Signature: _____

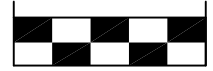
Printed: _____

Title: _____

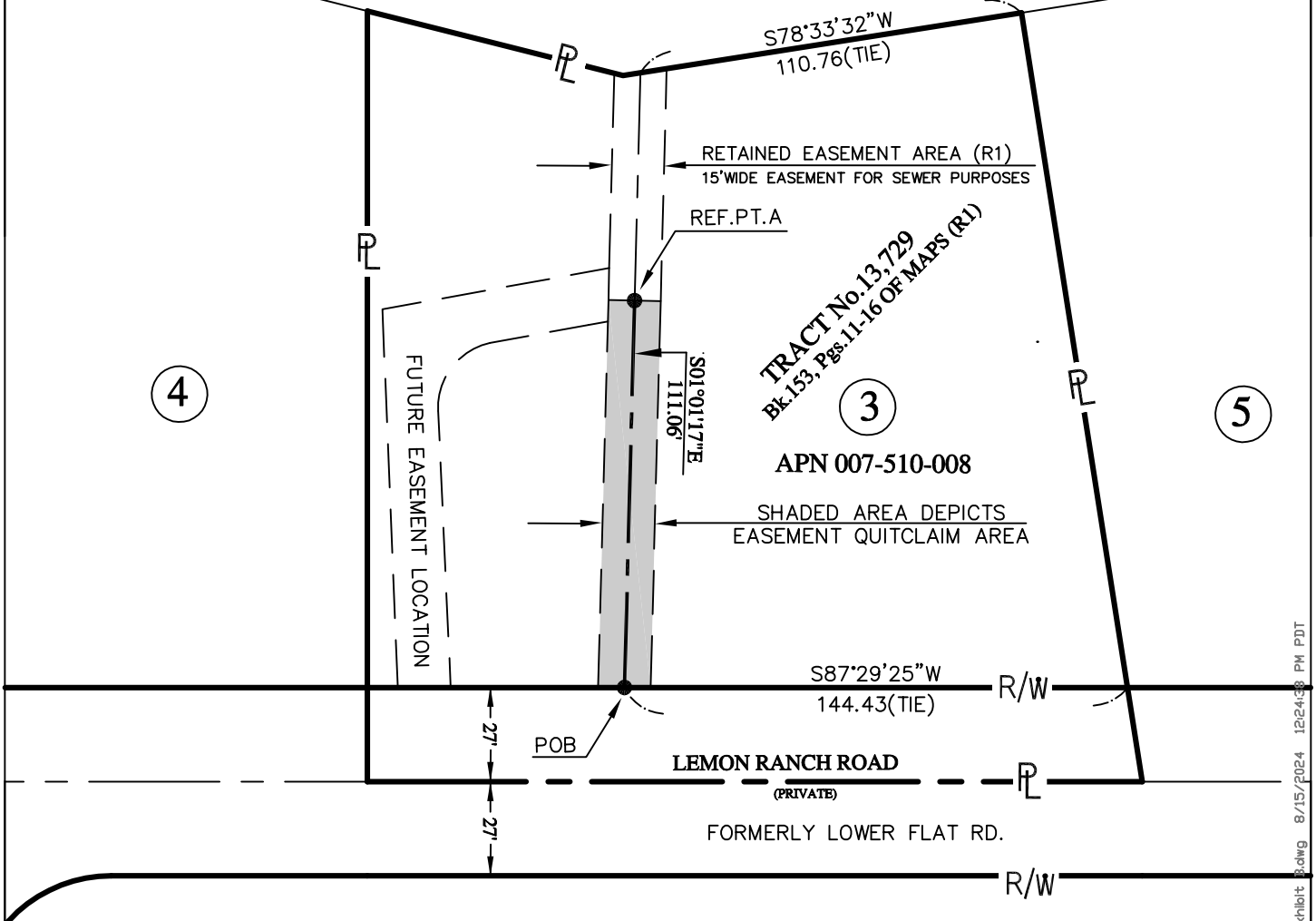
Date: _____

ATTACHMENT A
SITE PLAN

Plot Quitclaim Area



SCALE 1 inch = 50 ft



PROBER Land Surveying

645 Flora Vista Road, SB, CA 93109
805-452-9690 plessb@cox.net
www.ProberLandSurveying.com

LEGEND

POB	POINT OF BEGINNING
PL	PROPERTY LINE
R/W	RIGHT-OF-WAY

G:\Land\Project_2024\Hous1950 Lemon Ranch Road\dwg\Exhibit B.dwg 8/15/2024 12:24:38 PM PDT

**ATTACHMENT B
LEGAL DESCRIPTION**

Quitclaim Description

Beginning at a point on the Northeasterly line of Lower Flat Road as depicted on Tract Map No. 13,729 of Maps recorded in Book 153, Pages 11 through 16 inclusive, of Maps, in the Office of the County Recorder of Santa Barbara County, said point being distant thereon South 87° 29' 25" West 144.43 feet from the Southeasterly Corner of Lot 3. Said point being on the centerline of a 15.00' wide easement for sewer purposes per said map;

Thence, 1st, North 1° 01' 20" West along the centerline of said easement a distance of 111.06 feet to a point herein after called Reference Point "A".

The sidelines of said 15.00' wide easement quitclaim strip shall be terminated at right angles.

---End of Quitclaim Description---

Exhibit B-1 (plot) attached and made part hereto.



A handwritten signature in blue ink that reads "Jeffery K. Prober".

Prepared by: _____
Jeffery K. Prober

Date: 15 August 2024

STATE OF CALIFORNIA)
) ss:
COUNTY OF SANTA BARBARA)

On _____, 20__ before me, _____, personally appeared

_____ personally known to me (or proved to me the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

Witness my hand and official seal.

Notary Public, in and for the
County of Santa Barbara,
State of California

**EXHIBIT C
GRANT OF EASEMENT**

RECORDING REQUESTED BY:

MONTECITO SANITARY DISTRICT
1042 Monte Cristo Lane
Santa Barbara, CA 93108-2809

AND WHEN RECORDED MAIL TO

Montecito Sanitary District:
Attn: Bryce Swetek, P.E.
1042 Monte Cristo Ln,
Montecito, CA 93108

No fee for recording pursuant to Government Code 6103 & 27383
APN: 007-510-008

GRANT OF EASEMENT

This Grant of Easement (“Grant”) is entered into by and between the Montecito Sanitary District, a California independent special district, (“District”), and Paul Haas and Renee Haas, Trustees of the Haas Family Trust dated October 30, 1998 (together, “Grantor”).

RECITALS

- A. A non-exclusive easement was recorded in favor of the District on February 17, 1989 as Instrument No. 89-11197 in the official records of the County of Santa Barbara County Recorder (“Original Easement”);
- B. The Original Easement affected numerous parcels within Birnam Wood Golf Course development, including but not limited to the Property.
- C. Grantor is the owner of real property located at 1950 Lemon Ranch Road, Santa Barbara, California 93108, Assessor Parcel Number 007-510-008 (“Property”);
- D. In order to allow for Grantor’s residential development of the Property, a portion of the Existing Easement needed to be adjusted and the existing District wastewater facilities within it needed to be relocated;
- E. Grantor has relocated and dedicated certain newly constructed wastewater facilities to the District pursuant to a Dedication Agreement for Wastewater Facilities (“Dedication Agreement”);
- F. Grantor desires to grant an easement to the District (“New Easement”) to partially adjust the alignment of the existing Original Easement to contain the newly constructed wastewater facilities within the New Easement to service and benefit the Property;

367944.6

EXHIBIT C
GRANT OF EASEMENT

- G. Under Health and Safety Code section 6514, the District may acquire “such real and personal property and rights of way, either within or without the limits of the district, as in the judgment of the board are necessary or proper to the exercise of its powers, and particularly for the purpose of permitting ingress to and egress from such real or personal property, . . . ;”
- H. On September 26, 1960, the District adopted Resolution No. 1960-21 which authorizes any member of the Governing Board “to accept for and on behalf of Montecito Sanitary District, deeds or grants conveying any interest in or easement upon real property to Montecito Sanitary District”;
- I. On March 20, 2024, the District adopted Ordinance No. 23 to govern access to and maintenance of its easements; and
- J. The District desires to acquire the New Easement over Grantor’s Property to construct, operate, maintain, inspect, repair, or replace the “Facilities”, as that term is defined in Ordinance No. 23.

AGREEMENT

- 1. Grant of Easement. Grantor grants to District the New Easement, being a nonexclusive easement in gross over the “Easement Area,” as depicted in the Site Plan (Attachment A) and more particularly described in the Legal Description (Attachment B), attached and incorporated in full by reference, subject to the terms of this Grant.
- 2. Description of Grant. The Grant is the conveyance of an easement for the construction, operation, maintenance, inspection, repair, and replacement of the Facilities and the right of ingress to and egress from the Property at all times for those purposes. The Grant is made subject to the conditions of Montecito Sanitary District Ordinance No. 23, incorporated herein by reference, unless that ordinance is repealed in its entirety and not replaced with any other ordinance.
- 3. Use of Easement Area by District. District agrees to use the Easement Area only in the manner consistent with the terms and conditions of this Grant. Prior to the performance of any work within the Easement Area, District shall inform the Grantor. In the event that Grantor gives the District written notice that District’s use of the Easement Area violates the terms and conditions of this Grant, District shall promptly take such steps as are necessary to cure such violation. District shall not make any changes to the Easement Area that are inconsistent with the purpose of the Grant.
- 4. Use of Easement Area by Grantor. Grantor shall not materially increase or decrease or permit to be materially increased or decreased the ground elevations or grades of the Easement Area then existing upon the Effective Date of this Grant. Neither shall Grantor construct or permit to be constructed any permanent or temporary encroachments upon or abutting the Easement Area, without the prior written consent of the District.

EXHIBIT C
GRANT OF EASEMENT

5. Improvement and Maintenance of Easement Area. Grantor shall install an all-weather surface over the traveled way within Easement Area and maintain adequate vehicle and manhole clearances.
6. Removal of Encroachments. Except for authorized encroachments as approved under Ordinance No. 23, Grantor will be responsible for removing any unauthorized encroachments upon the Easement Area deemed to be a “Significant Interference” or “Unwarranted Liability” as those terms are defined in Ordinance No. 23. Grantor shall be provided with at least thirty (30) calendar days written notice of any claimed Significant Interference or Unwarranted Liability prior to any District action. District represents that the improvements contemplated in the reviewed and approved Landscape Plan sheet L-4 dated March 27, 2024 by S.A. Fausett Landscape Architect Inc, on file with the District will not constitute a Significant Interference or Unwarranted Liability.
7. Relocation of Easement. Grantor may, at Grantor’s own expense and subject to the written approval of the District, relocate the Easement Area or Facilities in the event that they conflict with future development at the Property, provided that Grantor does not cause the discontinuance of service to any area outside the Property being served by the District and the District receives, without expense to the District, a comparable easement for the relocation.
8. Damage to Property or Easement Area. Any damage to the Property or Easement Area resulting the District’s sole, active negligence or willful misconduct shall be repaired at District’s sole cost and expense.
9. Maintenance of Facilities. Nothing in this Grant may be construed or interpreted as giving Grantee the authority to bind or commit District to construct, operate, maintain, inspect, repair, or replace the Facilities, all of which shall be performed at District’s discretion.
10. Term. This Easement shall take effect on the date this Grant is recorded in the official records of Santa Barbara County (“Effective Date”) and shall terminate upon the recordation of a recorded release, which will restore the Easement Area to its original condition immediately before the Effective Date of this Grant.
11. Integration; Waiver. There are no other agreements, understandings, representations or warranties by or among the parties with respect to the subject matter of this Grant except as expressly set forth in this Grant. This Grant may only be amended or modified by a writing executed by each party to this Grant. No waiver of or failure by any party to enforce a provision, covenant, condition or right under this Grant (each, a “Right”) will be construed as a subsequent waiver of the same Right or waiver of any other Right. No extension of time for performance of any obligations or acts extends the time for performance of any other obligations or acts. The waiver of any Right and any extension of time for performance or obligations or acts are only effective when made in writing.
12. Successors and Assigns. This Grant and the covenants contained herein shall run with the land and is binding upon and inures to the benefit of the parties’ respective heirs, personal and legal representatives, successors and assigns.

**EXHIBIT C
GRANT OF EASEMENT**

IN WITNESS WHEREOF, the duly authorized individuals below execute this Grant.

“DISTRICT”
Montecito Sanitary District

“Grantor”
Paul Haas and Renee Haas

Authorized Signatory:

Authorized Signatory:

Signature: _____

Signature: _____

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

Signature: _____

Printed: _____

Title: _____

Date: _____

Approved as to Form:

Signature: _____

Printed: _____

Title: _____

Date: _____

ATTACHMENT A
SITE PLAN

367944.6

Plot Easement

S78°33'32"W
110.76(TIE)

RETAINED EASEMENT AREA (R1)
15' WIDE EASEMENT FOR SEWER PURPOSES

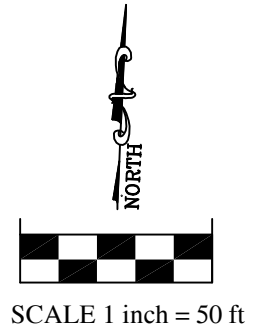
REF.PT.A

TRACT No. 13, 729
Blk. 153, Pgs. 11-16 OF MAPS (R1)

APN 007-510-008

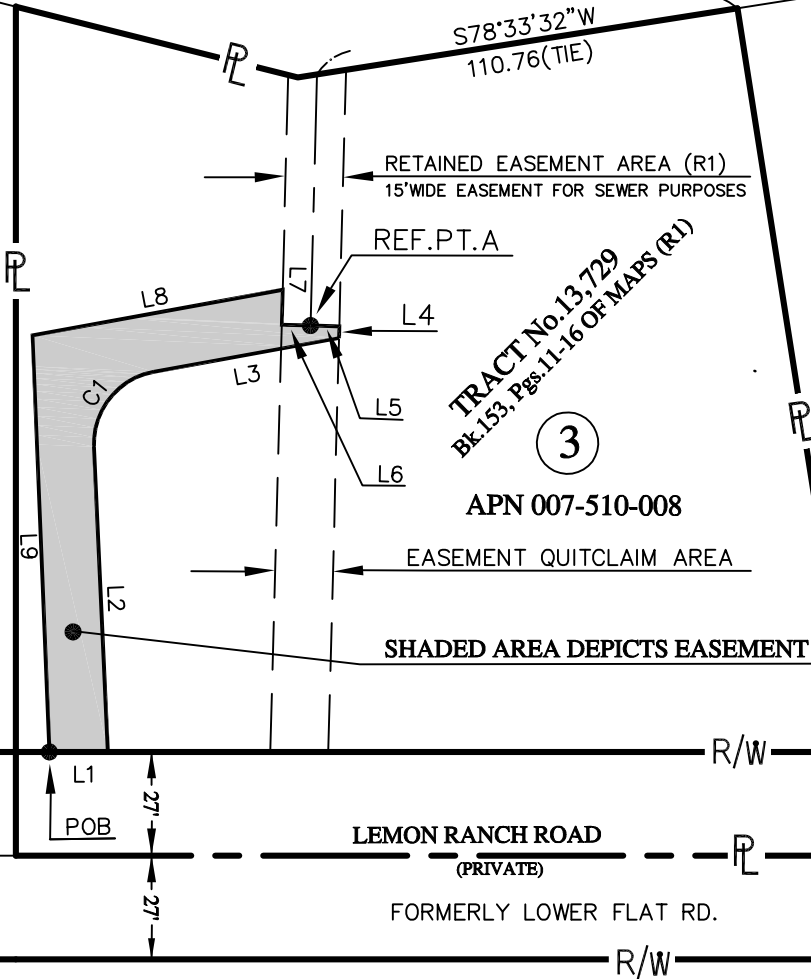
EASEMENT QUITCLAIM AREA

SHADED AREA DEPICTS EASEMENT



4

3



LINE TABLE

LINE	LENGTH	BEARING
L1	15.22	N87°29'25"E
L2	79.53	N05°07'14"W
L3	49.01	N77°11'33"E
L4	3.06	N01°01'20"W
L5	7.50	S89°01'38"W
L6	7.49	S89°01'38"W
L7	9.12	N01°05'28"W
L8	66.19	S77°11'33"W
L9	108.60	S04°49'49"E

CURVE TABLE

CURVE	LENGTH	RADIUS	ANGLE
C1	27.30	19.00	82°18'47"



PROBER
Land Surveying

645 Flora Vista Road, SB, CA 93109
805-452-9690 plessb@cox.net
www.ProberLandSurveying.com

LEGEND

- POB POINT OF BEGINNING
- ℙ PROPERTY LINE
- R/W RIGHT-OF-WAY

Sheet No. 1 of 3 (Exhibits C & C-1)

Regular Board Meeting - August 21, 2024

Page 75 of 84

**ATTACHMENT B
LEGAL DESCRIPTION**

367944.6

Easement Description

Beginning at a point of the Northeasterly line of Lower Flat Road as depicted on Tract Map No. 13,729 of Maps recorded in Book 153, Pages 11 through 16 inclusive, of Maps, in the Office of the County Recorder of Santa Barbara County, said point being distant thereon South 87° 29' 25" West 209.53 feet from the Southeasterly Corner of Lot 3;

Thence 1st, North 87° 29' 25" East along said Northeasterly line of Lower Flat Road 15.22 feet;

Thence 2nd, North 05° 07' 14" West a distance of 79.53 feet to the beginning of a tangent curve to the right, concave Southeasterly having a radius of 19.00 feet;

Thence 3rd, along said curve to the right through a central angle of 82° 18' 47" an arch distance of 27.30 feet;

Thence 4th, North 77° 11' 33" East 49.01 feet to the Easterly line of a 15.00 foot wide easement for sewer purposes as depicted on said Map;

Thence 5th, North 01° 01' 20" West 3.06 feet;

Thence 6th, South 89° 01' 38" West 7.50 feet to Reference Point "A", said point being on the centerline of a 15.00' wide easement for sewer purposes;

Thence 7th, South 89° 01' 38" West 7.50 feet to the Westerly side line of said 15.00' wide easement for sewer purposes;

Thence 8th, North 01° 05' 28" West along said Westerly line a distance of 9.12 feet;

Thence 9th, South 77° 11' 33" West 66.19 feet;

Thence 10th, South 04° 49' 19" East 108.06 feet to the True Point of Beginning.

The sidelines of said easement shall be terminated at the Northerly line of said Lot 3, and the Northeasterly line of said Lower Flat Road.

---End of Easement Description---

Exhibit C-1 (plot) attached and made part hereto.



Jeffery K. Prober

Prepared by: _____ Date: 15 August 2024
Jeffery K. Prober

STATE OF CALIFORNIA)
) ss:
COUNTY OF SANTA BARBARA)

On _____, 20__ before me, _____, personally
appeared

_____personally known to me (or
proved to me the basis of satisfactory evidence) to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed
the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on
the instrument the person(s), or the entity upon behalf of which the person(s) acted,
executed the instrument.

Witness my hand and official seal.

Notary Public, in and for the
County of Santa Barbara,
State of California



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
www.montsan.org

MONTECITO SANITARY DISTRICT STAFF REPORT – 11

DATE: August 21, 2024
TO: Board of Directors
FROM: John Weigold, General Manager
SUBJECT: Septic-to-Sewer Strategic Plan and Collection System Master Plan Update

RECOMMENDATION

It is recommended that the Board:

- i) Receive a presentation from Staff on the Septic-to-Sewer Strategic Plan and the Collection System Master Plan; and
- ii) Take such additional, related action that may be desired.

BACKGROUND

The District has two related plans in the CIP budget for FY2024-25 budget with a goal to carry out our mission “to protect public health and safety and to preserve the natural environment through the collection, treatment and disposal of wastewater in the most cost-effective way possible.”

This presentation will outline for the Board the focus of each plan and detail the goals and objectives of each plan. Together, both plans focus on our mission and will lead to expanding the District’s collection system in a manner that is both safe and effective and provides a cost-effective manner to connect those properties not yet serviced by the District.

FISCAL IMPACT

None.

ATTACHMENTS: None



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MONTECITO SANITARY DISTRICT STAFF REPORT – 12

DATE: August 21, 2024
TO: Board of Directors
FROM: John Weigold, General Manager
SUBJECT: General Manager Report

The District continues its mission of providing wastewater collection and treatment services. In addition to the daily operations of the District, the following is an update on some of our current ongoing projects and activities.

GM Meetings

Since my last report, I attended the California Association of Sanitation Agencies (CASA) Annual Conference July 31–August 2; the CSRMA Board of Directors meeting on July 31; the Montecito Association meeting on August 13; and the Sanitation Agency Manager’s Association (SAMA) meeting of area operators in Solvang on August 14.

2024 CASA Annual Conference

I attended this event hosted by CASA from July 31-August 2 in Monterey, CA. It was a well-attended event with approximately 373 attendees. I toured the Monterey ONE sewer treatment plant that processes up to 17 million gallons of wastewater each day and processes up to 5 million gallons into recycled water each day. Additionally, I attended seminars including Funding Sources for Wastewater Infrastructure and Facilities; Communications: The Value and Complexities of Communications; an organizational behavior lecture; The Future of the Water Sector: A National Perspective; and Federal and State Legislative Updates.

2024 Tri-State Conference

Four of our field staff attended the Tri-State Conference, which provides vital training and education for professionals in the water and wastewater industries. This annual event focuses on the tri-state region of Nevada, California, and Arizona, offering seminars and networking opportunities for operators, engineers, and managers. Our team participated in sessions covering regulatory updates, safety, operational efficiency, and the latest technological advancements, equipping them with the knowledge to enhance our operations and improve service quality in our community.

Swing Diffuser Headers

During the process of swapping out diffusers in the aeration basin, Staff noticed some significant corrosion along the man pipeline manifold or “header” that transfers air to the air diffusers. Staff plans to get quotes to potentially replace the headers with stainless steel. Staff notes we are investigating rehabbing the wastewater treatment plant and will determine if this corrosion is something that can be managed instead of replaced.

January 2023 Storms Damage Projects Update

The Notice to Proceed was issued to Cushman Contracting on August 15, 2024. Staff, Stantec, and Rincon visited all four project sites with a representative for California Department of Fish & Wildlife (CDFW) on August 13, 2024, to help facilitate their permitting process forward. An additional meeting with CDFW is scheduled for August 19, 2024. Staff, Stantec, and Rincon intend to visit all four project sites on August 21, 2024 with a representative from the National Marine Fisheries Service (NMFS) with a similar goal of facilitating their permitting process forward. Staff, Stantec, and Rincon continue to work with the Army Core of Engineers, the Regional Water Quality Control Board, and well as the State Water Control Board to have permits ready for construction prior to the upcoming wet season. Staff continues to work with FEMA to determine eligibility.

Wastewater Treatment Plant (WWTP/Plant) Improvements Project

The initial indications from the geotechnical borings that occurred in June are there are no significant Geohazards within the site area. The first round of basin samples occurred on August 6 and 7, 2024. More basin samples are anticipated to take place on August 22-23, 2024. A meeting on August 12, 2024 took place to discuss the initial information from the samples. The key takeaway is there is a significant interior vertical crack in Aeration Basin One as well as Clarifier Four. Further analysis from lab tests and well as additional sampling is required to help in the determination of potential rehabilitation options.

2024 Sewer Main CIPP Lining Project

Staff had contract negotiations with the selected consultant, Waster Systems Consulting, on July 22, 2024. Staff is working with WSC to finalize the contract and plans to kick-off the project shortly.

Channel Drive Sewer Force Main Improvements Project

Staff had contract negotiations with the selected consultant, Stantec, on July 22, 2024. A contract has been executed with Stantec and Staff plans to kick-off the project shortly.

Highway 101 Sewer Crossing Lining Project

Notice of Completion was finalized in June of 2024. Staff will begin seeking project fee reimbursement per the Utility Agreement with SBCAG as soon as possible. Staff continues to work with Granite and Caltrans to ensure risk to our infrastructure is as low as possible. Staff was present during the initial borings for the temporary shoring. Staff continues to attend monthly utility coordination meetings to stay in the loop.

2024 Manhole Rehabilitation

This project went out to bid on July 23, 2024. A mandatory pre-bid meeting was held at the District on August 5, 2024, where three individuals were present. After internal discussion, the District determined to extend the bidding process via an addendum and add an additional mandatory meeting set for August 20, 2024. The District anticipates awarding a contract for this project at the next regularly scheduled Board Meeting.

SSD and MSD Collection System and Flow Equalization Analysis for MWD Reuse

Staff has been providing on-going information, including site/lift station visits for Carollo and Water Systems Consulting staffs as part of analyses to determine the feasibility to connect the Summerland Sanitary District collection system to our District's system, as part of the water reuse feasibility analysis by Santa Barbara County. Staff had a meeting with all parties on August 7, 2024, to review the initial analysis of the connection point alternatives. A meeting is anticipated later in August to discuss the initial analysis of flow equalization basin options.

Private Property Developments

Staff continues ongoing plan review and project development for various properties/entities, including:

1. 1759 S. Jameson (The Miramar Resort)
2. 1281 Channel Drive (The Coral Casino)
3. 1260 Channel Drive (The Biltmore Hotel)
4. 1950 Lemon Ranch
5. 618 Hot Springs
6. 607 Stone Meadow
7. 1486 East Valley Road
8. 516 San Ysidro Road
9. 625 Para Grande
10. 664 Oak Grove
11. 2500 E Valley Road
12. 700 Riven Rock Road
13. 734 Via Manana
14. 1583 S. Jameson Ln
15. 472 Santa Rosa Ln

Granite Staging Area

Granite has begun work to clear and access the open area on the west part of the District's facility, including construction of a temporary gate. Staff anticipates Granite to continue working in the area over the next few months. They will utilize this small section of the District's property to stage for the next phase of the Highway 101 construction.

Administrative Software

The District is reviewing various software to enhance its administrative, permitting, and work flow processes.

Human Resources

The District has closed the recruitment for a Collection System Operator-In-Training through Operator IV and is assessing the candidates from the application process. Applications were due by August 9th at 4:30pm.

CIP Progress

Project	Status/Phase	Priority	Comments
FEMA Rehabilitation (Protective Measures) - Design/Permitting	Construction	High	On-going.
FEMA Rehabilitation (Protective Measures) - Construction	Construction	High	NTP issued on August 15. Preliminary meeting week of 8/19
WWTP Seismic and Materials Study	Active	High	On-going. Second round basin sampling on 8/22
Manhole Lining Project	Pre-construction	High	Out to bid. Anticipated contract award in September.
Channel Drive Force Main Improvements	Design	High	Anticipated project kick-off in approximately 2 weeks.
2025 Sewer Main CIPP Lining - Design	Design	High	Anticipated project kick-off in approximately 2 weeks.
Wastewater Treatment Plant Project - Design and Engineering	Investigation	Medium	Working with Southland, MKN, SSG.
Collection System Master Plan	RFP	Medium	In Distrcit review. Anticipated Aug/Sept. 2024.
Septic to Sewer Strategic Plan	RFP	Low	In Distrcit review. Anticipated Aug/Sept 2024.
Bisulfite Tank	Complete	-	
Clarifier Maintenance	Complete	-	

Effluent Flow / Rainfall Comparison

