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

## Monday, January 27, 2025

Montecito Sanitary District
1042 Monte Cristo Lane
Santa Barbara, CA 93108
*A Public Service Agency*
Phone: (805) 969-4200
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# AGENDA

For the Regular Meeting of the Board on:

## January 27, 2025

The regular meeting of the Governing Board will begin at **1:00 p.m. on January 27, 2025** in the District's Board Room at 1042 Monte Cristo Lane, Santa Barbara, CA 93108.

Additionally, Director Ohlmann will be participating at the following address: 1633 N Harvest Dance Road, Jackson, WY 83001.

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

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**1. CALL TO ORDER**

- **A. ROLL CALL**
- **B. PLEDGE OF ALLEGIANCE**
- **C. PRESIDENTS REPORT**
- **D. BOARD APPROVAL OF THE AGENDA**

**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. PRESENTATION – SUMMERLAND SANITARY DISTRICT AND MONTECITO SANITARY DISTRICT COLLECTION SYSTEM AND FLOW EQUALIZATION ANALYSIS FOR MONTECITO WATER DISTRICT REUSE**

It is recommended that the Board:

i. Receive a presentation from Carollo Engineers on its Summerland Sanitary District and Montecito Sanitary District Collection System and Flow Equalization Analysis for Montecito Water District Reuse report; and
ii. Taking such additional, related action that may be desirable.

**4. COMMITTEE REPORTS**

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

**A.** The Montecito Sanitary District Administrative and Operations Committee (Directors Ohlmann and Glaser) will report on their January 17, 2025 meeting.

**5. CLOSED SESSION**

**A. PUBLIC COMMENT**

Public comment on closed session item(s):

**B. PUBLIC EMPLOYEE EVALUATION (GOVERNMENT CODE § 54957)**

Title: General Manager

**C. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE § 54957.6)**

Name of District Negotiator to Attend Closed Session: Aleks Giragosian, Legal Counsel
Name of Employee Organization: Montecito Sanitary District General Manager

**D. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE § 54957.6)**

Name of District Negotiator to Attend Closed Session: John Weigold, General Manager
Name of Employee Organization: Represented Staff, Montecito Sanitary District Management Group

**6. CONSENT CALENDAR**

**A.** Board Meeting Minutes of the January 13, 2025, Regular Meeting
**B.** Board Meeting Minutes of the January 21, 2025 Special Meeting
**C.** Designation of Applicant's Agent Resolution for Non-State Agencies – CalOES
**D.** Ordinance No. 25 – Director Compensation
**E.** Updated Salary Schedules
**F.** Resolution 2025-981 – Honoring Engineering Manager

**7. BUSINESS ITEMS**

**A. PRESENTATION REGARDING LOCAL GOVERNMENT AGENCIES AND THEIR RELATIONSHIP TO ONE ANOTHER**

It is recommended that the Board:

i. Receive a presentation from District Counsel regarding local government agencies and their relationship to one another.

**B. DISTRICT INVESTMENT COUNCIL PRESENTATION**

It is recommended that the Board:

i. Receive a presentation from staff on the Districts' investments; and
ii. Taking such additional, related action that may be desirable.

**C. DISCUSSION OF FORENSIC AND COMPLIANCE AUDIT OF THE DISTRICT**

It is recommended that the Board:

i. Discuss hiring an accounting firm to perform a forensic and compliance audit of the District; and

ii. Taking such additional, related action that may be desirable.

**D. DISCUSSION OF A BOARD RETREAT**

It is recommended that the Board discuss setting a date and time for a Board Retreat.

**E. DISCUSSION OF AN AD-HOC TO UPDATE THE BOARD POLICIES AND PROCEDURES**

It is recommended that the Board discuss creating an Ad Hoc to update the Board Policies and Procedures Manual.

**F. DISCUSSION ON DISTRICT WEBSITE**

It is recommended that the Board:

i. Discuss the District's website; and
ii. Taking such additional, related action that may be desirable.

## 8. BOARD COMMUNICATIONS

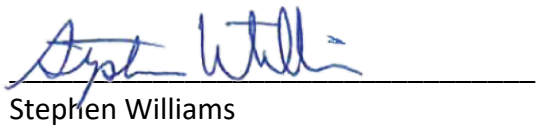
**A.** Items for future Board meeting
**B.** Next Board Meeting Date

## 9. ADJOURNMENT

The Montecito Sanitary District conducts its 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:** January 27, 2024

**TO:** Board of Directors

**FROM:** John Weigold, General Manager

**SUBJECT:** Presentation by Carollo Engineering Regarding the Summerland Sanitary District (SSD) – Montecito Sanitary District (MSD) Collection System and Flow Equalization Analysis for Montecito Water District (MWD) Reuse (Study)

**RECOMMENDATION**

It is recommended that the Board:

i) Receive a presentation from Carollo regarding the findings from their Study; and
ii) Taking such additional, related action that may be desirable.

**SUMMARY**

SSD, MSD, MWD, and the Santa Barbara County Water Agency contracted Carollo to continue the County's regional recycled water planning efforts (Countywide Potable Reuse Evaluation, October 2023) to include the potential of a collaborative water reuse project between SSD, MSD, and MWD. The Study considers how to connect the SSD wastewater collection system to the MSD collection system, providing more available water for reclamation and reuse by MWD. Key findings of the Study will be discussed as part of the presentation.

As a reminder, a joint Enhanced Recycle Water Study between MSD and MWD was completed by Carollo in January of 2023, which determined alternatives for recycled water projects for MWD to consider. This current Study would be considered an extension/revision to some of the information provided from the prior study, should a collaboration effort move forward between SSD and MSD.

**ATTACHMENTS:**

1. Summary Report – SSD MSD Collection System and Flow Equalization Analysis for MWD Reuse
2. Power Point Presentation

SSD MSD Collection System and Flow Equalization Analysis for MWD Reuse

# Summary Report

FINAL / October 2024

SSD MSD Collection System and Flow Equalization Analysis for MWD Reuse

# Summary Report

FINAL / October 2024

# Contents

# Appendices



# Tables

# Figures

# Abbreviations

| | |
|---|---|
| $M | million dollars |
| ADWF | average dry weather flow |
| AWPF | advanced water purification facility |
| BTF | biotrickling filter |
| cfm | cubic feet per minute |
| CT | contact time |
| DAF | dissolved air flotation |
| EQ | equalization |
| gpm | gallons per minute |
| $H_2S$ | hydrogen sulfide |
| hp | horsepower |
| IPR | indirect potable reuse |
| IPS | influent pump station |
| LS | lift station |
| mgd | million gallons per day |
| MSD | Montecito Sanitary District |
| MWD | Montecito Water District |
| O&M | operation and maintenance |
| OCS | odor control system |
| ppmv | parts per million by volume |
| PWWF | peak wet weather flow |
| ROW | right-of-way |
| RWQCB | Regional Water Quality Control Board |
| SSD | Summerland Sanitary District |
| TM | technical memorandum |
| UPRR | Union Pacific Railroad |
| US 101 | US Highway 101 |
| USACE | US Army Corps of Engineers |
| WSC | Water Systems Consulting, Inc. |
| WWTP | wastewater treatment plant |

# EXECUTIVE SUMMARY

The Santa Barbara County Water Agency Board of Directors, Summerland Sanitary District (SSD), Montecito Sanitary District (MSD), and Montecito Water District (MWD) have tasked the engineering team with evaluating a collaborative water reuse project between SSD, MSD, and MWD. This report is an extension of a broader potable water reuse evaluation within Santa Barbara County (Countywide Potable Reuse Evaluation, October 2023). The work presented herein focuses upon the addition of 100 percent of SSD raw wastewater flows to the MSD system raw wastewater flows, thereby resulting in more water that could be reclaimed in a potential indirect potable reuse (IPR) project led by the MWD. The report is organized into five key sections: introduction, flow analysis, collection system analysis, MSD wastewater treatment plant (WWTP) analysis, and advanced water purification facility (AWPF) analysis. Each section outlines critical findings and infrastructure recommendations.

## ES.1 Introduction

The project explores the potential for connecting SSD's wastewater collection system to MSD's infrastructure to increase water available for reclamation by MWD. The study area encompasses the SSD, MSD, and MWD service regions, covering approximately 9,888 acres and a population of 11,440 residents. This integration would also result in the cessation of operations of the SSD WWTP and the transfer of all SSD wastewater to the MSD.

## ES.2 Flow Analysis

The flow analysis examines both dry and wet weather flow conditions for SSD and MSD raw wastewater. The average dry weather flow (ADWF) for MSD is 0.634 million gallons per day (mgd), while SSD's ADWF is 0.084 mgd. Peak wet weather flows (PWWFs) for MSD reached 3.77 mgd, and SSD's peak flow is estimated at 0.6 mgd. This data is essential for evaluating the impact of combined flows on MSD's collection system and WWTP.

## ES.3 Collection System Analysis

The analysis identifies four alternatives for connecting SSD flows to MSD's system, each considering the impacts on MSD's collection system, potential infrastructure upgrades, and cost implications. The preferred option, Alternative 2, suggests routing SSD flows through the Miramar Lift Station (LS), which has adequate capacity for the additional flow. This alternative minimizes infrastructure upgrades and reduces the total project cost, while Alternative 4, which proposes a direct connection to the MSD WWTP, is the most expensive and disruptive as shown is shown in Table 1.

Table 1 Cost Estimate for the Four Alternatives

| Alternative | Construction Cost ($M) | Engineering Cost ($M) | Other Owner Cost ($M) | Contingency ($M) | Total Project Cost ($M) | Annual O&M | Total Annual Cost |
|---|---|---|---|---|---|---|---|
| 1(1) | $15.5 | $2.3 | $3.7 | $3.2 | $21.6 | $333,800 | $1,433,800 |
| 2(2) | $11.2 | $1.7 | $2.7 | $2.3 | $15.6 | $144,600 | $937,600 |

| Alternative | Construction Cost ($M) | Engineering Cost ($M) | Other Owner Cost ($M) | Contingency ($M) | Total Project Cost ($M) | Annual O&M | Total Annual Cost |
|---|---|---|---|---|---|---|---|
| 3(3) | $11.3 | $1.7 | $2.7 | $2.3 | $15.8 | $126,500 | $929,500 |
| 4(4) | $16.3 | $2.4 | $3.9 | $3.3 | $22.7 | $143,800 | $1,298,800 |

Notes:
$M - million dollars; O&M - operations and maintenance
(1) Alternative 1: Pumped to nearest MSD system connection (impacts Posilipo LS).
(2) Alternative 2: Pumped to nearest MSD LSs (impacts Miramar LS).
(3) Alternative 3: Pumped to nearest MSD system gravity connection (does not impact any LSs).
(4) Alternative 4: Pumped directly to MSD WWTP (does not impact collection system).

## ES.4 Montecito Sanitary District Wastewater Treatment Plant Analysis

The integration of SSD and MSD flows into the MSD WWTP was analyzed to determine its impact on the existing treatment processes. With a combined future projected ADWF of 0.784 mgd, estimated based on inputs from MSD (0.7 mgd) and SSD (0.084 mgd), the WWTP has enough capacity to handle the additional load. However, certain processes, such as the influent grinders, may require upgrades. The report proposes constructing an equalization (EQ) basin, 0.88 million gallons in capacity, to store PWWFs exceeding 3 mgd, and an optional odor control system (OCS) to manage the foul air from the headworks and EQ basin. The Class 5 total project cost is estimated at $23.9 million, which could be lower depending on the selection of odor control technology.

## ES.5 Advanced Water Purification Facility Analysis

The AWPF footprint and cost impacts are discussed in relation to the increased flow from SSD. In the previous study (Technical Memorandum [TM] 8 - Recycled Water Treatment Options at MSD, January 2023), the AWPF footprint was developed for an inflow of 0.7 mgd. The proposed AWPF would treat 0.784 mgd, requiring a facility footprint of 16,800 square feet. The total reuse treatment cost, adjusted for flow increases and inflation, is projected at $24.4 million, with annual O&M costs of $2.5 million.

# SECTION 1 INTRODUCTION

## 1.1 Report Organization

This report is organized as follows:

- **Executive Summary:**
  - Summary of each report section, including key findings.
- **Section 1 - Introduction:**
  - Summary of report organization, project background, purpose, and study area.
- **Section 2 - Flow Analysis:**
  - Analysis of flows at SSD and MSD WWTPs.

- **Section 3 - Collection System Analysis:**
  - Development of alternatives for SSD flow injection location, analysis of impacts on MSD sewer system, and development of cost estimates.
- **Section 4 - Montecito Sanitary District Wastewater Treatment Plant Analysis:**
  - Analysis of combined SSD and MSD flows, determination of impact on MSD WWTP unit processes, analysis of EQ basin and OCS, and development of cost estimate.
- **Section 5 - Advanced Water Purification Facility Analysis:**
  - Footprint and cost impact of SSD flows in addition to previously designed AWPF located at MSD WWTP.

## 1.2 Background and Purpose

The Santa Barbara County Water Agency Board of Directors, SSD, MSD, and MWD have tasked the engineering team with evaluating a collaborative water reuse project between SSD, MSD, and MWD. This report is an extension of a broader potable water reuse evaluation within Santa Barbara County (Countywide Potable Reuse Evaluation, October 2023). The project detailed herein considers how to connect the SSD wastewater collection system to the MSD collection system, providing more available water for reclamation and reuse by MWD. This evaluation documents and summarizes the integration of raw and unequalized wastewater flows from SSD into the MSD collection system. It will also determine the necessary level of EQ at MSD to minimize the impact of additional PWWF from SSD. Additionally, the evaluation includes considerations for new preliminary treatment odor control measures. Finally, the evaluation documents any impacts/changes to the costs for water reclamation for potable water reuse.

## 1.3 Evaluation Study Area

The project encompasses the service areas of the SSD, MSD, and MWD. The end goal of this project is to document the cost and impact of converting SSD and MSD effluent into new water for use by MWD. MWD serves the Montecito and Summerland areas, covering approximately 9,888 acres, shown on Figure 1 and supporting a population of around 11,440 residents.

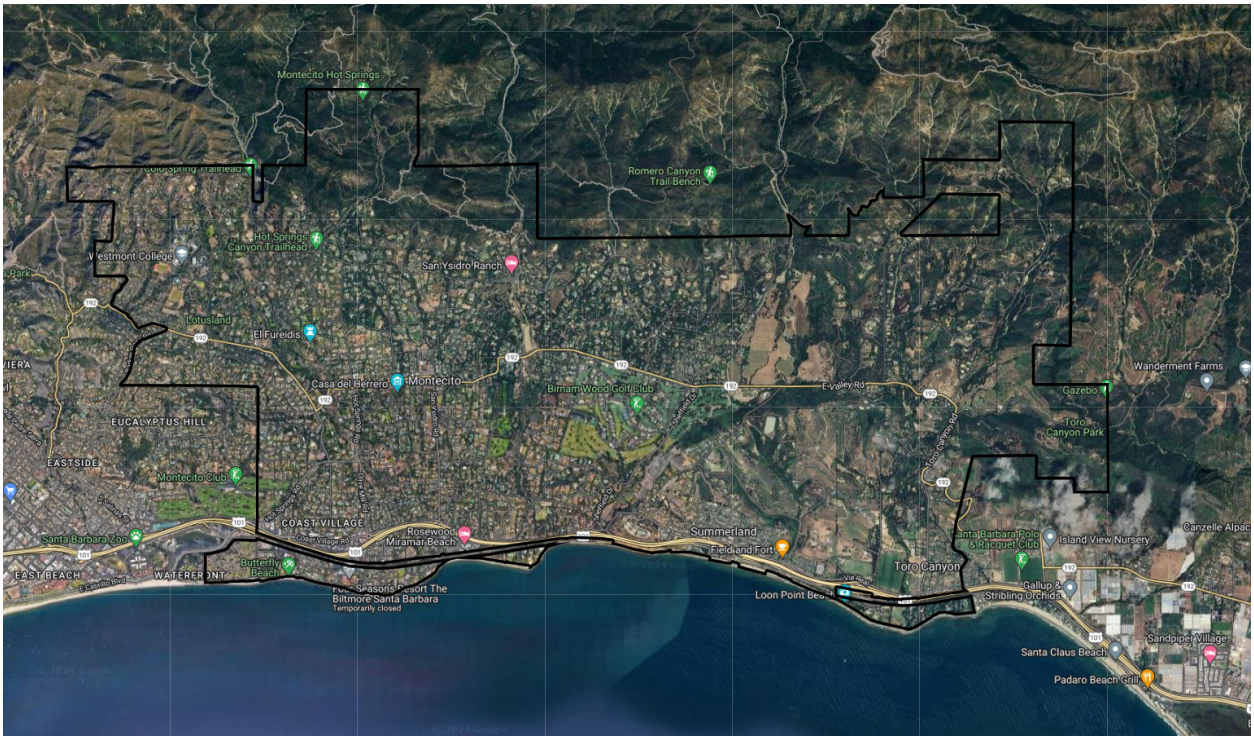



Figure 1 MWD District Boundary Map

# SECTION 2 FLOW ANALYSIS

## 2.1 Purpose

Flow in the SSD collection system feeds the SSD WWTP. This project starts with redirecting that flow to the MSD collection system or directly to the MSD WWTP. This Section reviews the MSD and SSD flows as they pertain to EQ at MSD. Review of SSD impacts to the MSD collection system, and connection points to the MSD collection system, are discussed in Section 3.

SSD and MSD dry and wet weather flow information was gathered. This data was intended to facilitate an analysis of the impacts on the MSD collection system and WWTP and to serve as a basis for reassessing the requirements for EQ and the capacity of the MSD WWTP.

## 2.2 Montecito Sanitary District Flow Analysis

### 2.2.1 Montecito Sanitary District Dry Weather Flow Analysis

An examination of the MSD WWTP effluent flow data, which MSD recommends as being more representative of inflow to the plant, was conducted for the period spanning from March 2022 through February 2024, with the average, minimum, and maximum effluent flow shown in Table 2. The ADWF was calculated to be 0.634 mgd through analysis of two-year flow data excluding days with rainfall records.

Table 2 MSD Flow Summary

| Constituents | Units | Average Annual Daily Flow | Dry Weather Flow | | |
|---|---|---|---|---|---|
| | | | Annual Average | Average Daily Minimum | Average Daily Maximum |
| Flow | mgd | 0.646 | 0.634 | 0.153 | 1.371 |

The analysis of the same two-year dry weather hourly effluent flow data was conducted, with the average diurnal flow curve shown on Figure 2 and normalized average diurnal flow curve shown on Figure 3. The average dry weather hourly diurnal flow curve has been computed by taking the average of hourly flow rate dataset between hour 0 and hour 23 over the two years, excluding any hours with rainfall records. The normalized dry weather effluent flow was calculated by dividing each hour's effluent flow with ADWF.

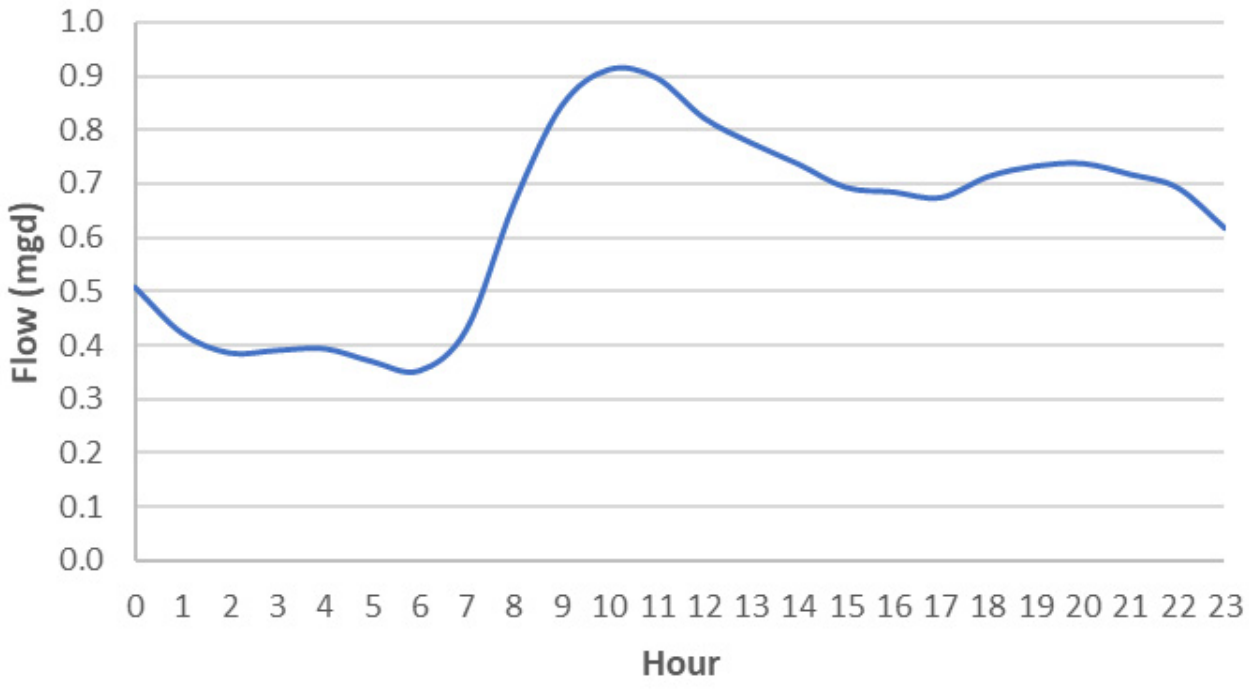



Figure 2 MSD Dry Weather Average Hourly Diurnal Flow Curve Between March 1, 2022, and February 29, 2024

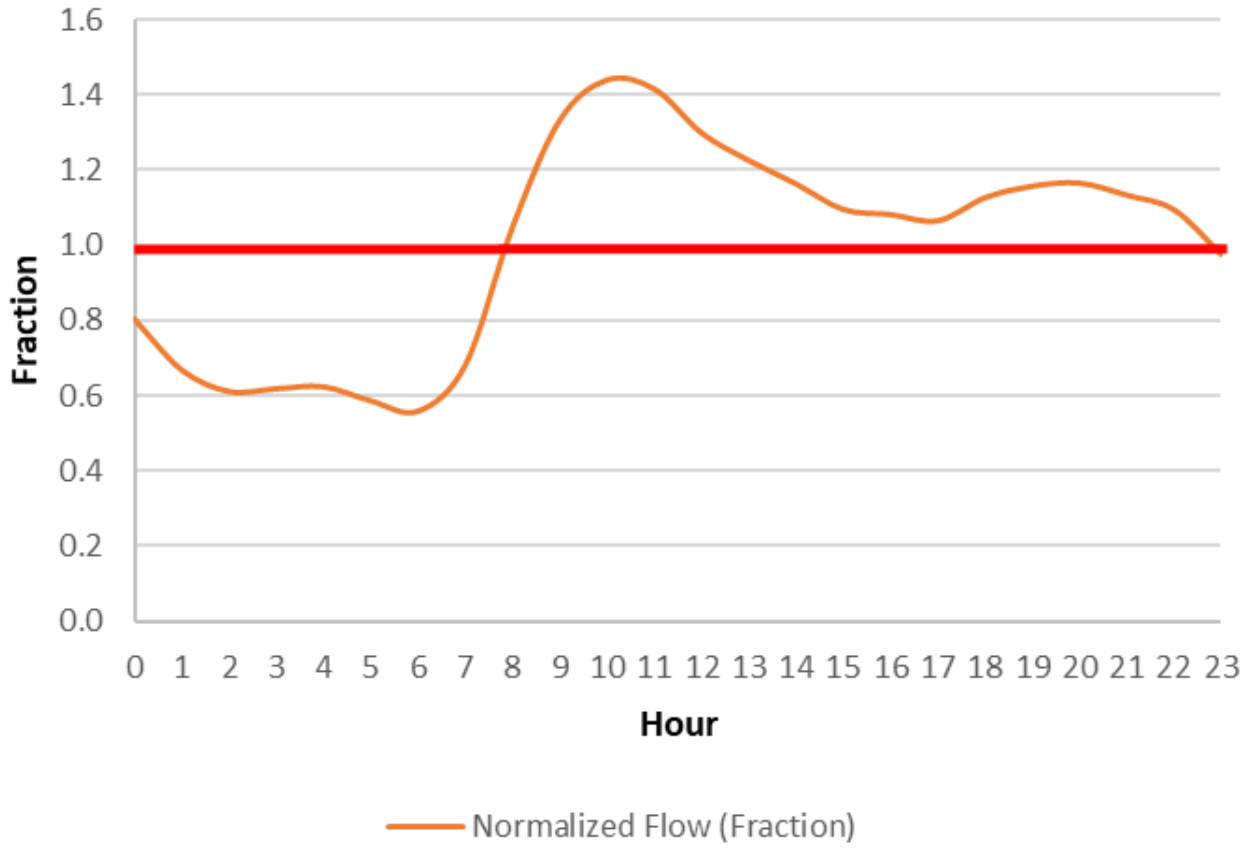



Figure 3 MSD Normalized Dry Weather Average Hourly Diurnal Flow Curve Between March 1, 2022, and February 29, 2024

### 2.2.2 Montecito Sanitary District Wet Weather Flow Analysis

During the designated two-year period spanning from March 2022 to February 2024, the highest hourly effluent flow recorded at 6 a.m. on February 19, 2024, peaked at 3.77 mgd. The wet weather hourly flows are depicted on Figure 4 spanning from 5 p.m. on February 18, 2024, to 2 a.m. on February 24, 2024.

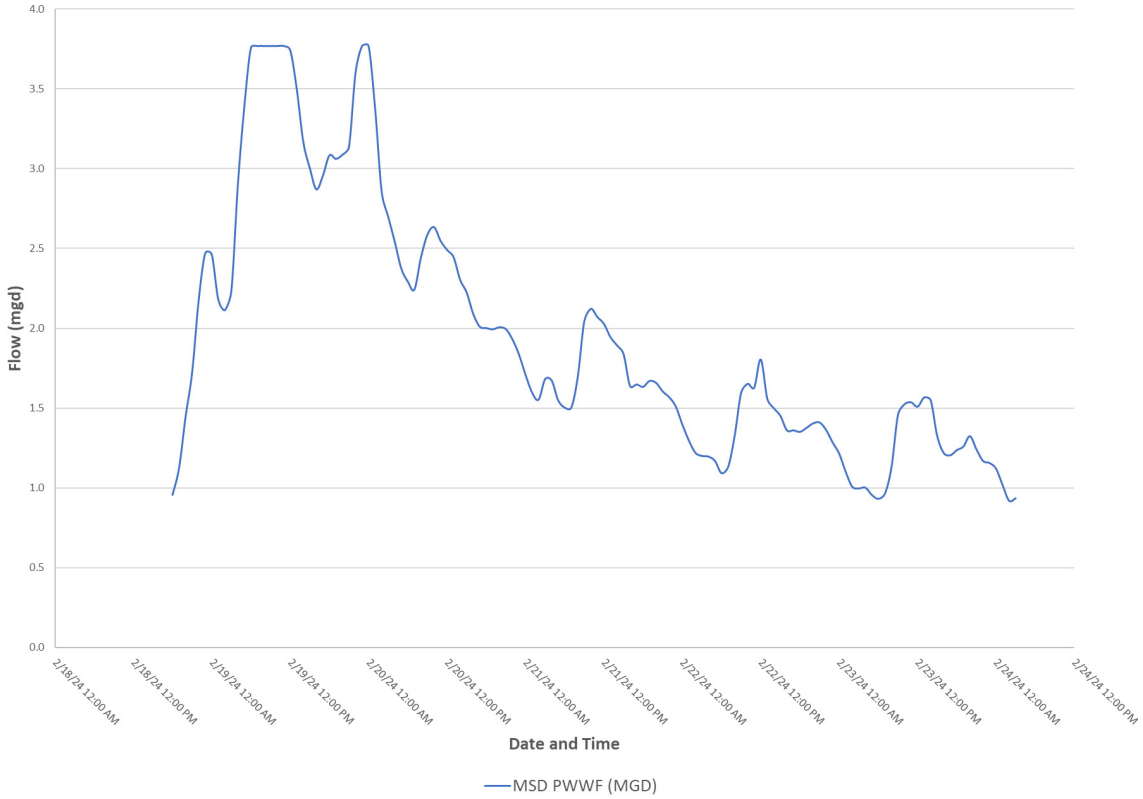



Figure 4 MSD Peak Wet Weather Hourly Flow Between February 18, 2024, and February 24, 2024

## 2.3 Summerland Sanitary District Flow Analysis

### 2.3.1 Summerland Sanitary District Dry Weather Flow Analysis

A study was carried out to analyze the SSD flow data for the duration ranging from March 2022 to February 2024 with a summary in Table 3.

Due to the inaccuracy of influent flowmeter during this period, SSD recommended using effluent flow data to represent influent flow. The ADWF was determined to be 0.084 mgd.

Table 3 SSD Flow Summary

| Constituents | Units | Average Annual Daily Flow | Dry Weather Flow | | |
|---|---|---|---|---|---|
| | | | Annual Average | Average Daily Minimum | Average Daily Maximum |
| Flow | mgd | 0.092 | 0.084 | 0.042 | 0.239(1) |

Notes:
(1) The average daily flow on February 3, 2023, and February 4, 2023, are excluded from the analysis due to incorrect flow data.

The effluent data noted above, however, pose some limitations for determining the diurnal flow pattern. This is due to the EQ occurring within the SSD WWTP and occurrence of some intermittent return flows that need to be accounted for. For these reasons, the analysis of the dry weather hourly influent flow data was conducted, spanning from January 6, 2024, to March 4, 2024, which is the only period where 3-minute interval readings were available at the time of this analysis. Although the individual readings provided by the influent meter are not accurate, the data are assumed to be proportional relative to each other (as confirmed by the flowmeter manufacturer's representative), and therefore they can be used to develop the diurnal pattern. The diurnal flow curve shown on Figure 5 and normalized diurnal flow curve shown on Figure 6 were developed using the same method discussed in Section 2.2.1. Note that the influent flow data were available as percentage values.

SSD is in the process of installing and calibrating a new influent flowmeter to obtain reliable data. For any future studies, it is recommended that the new data be obtained from SSD and a new flow analysis be performed, if required.

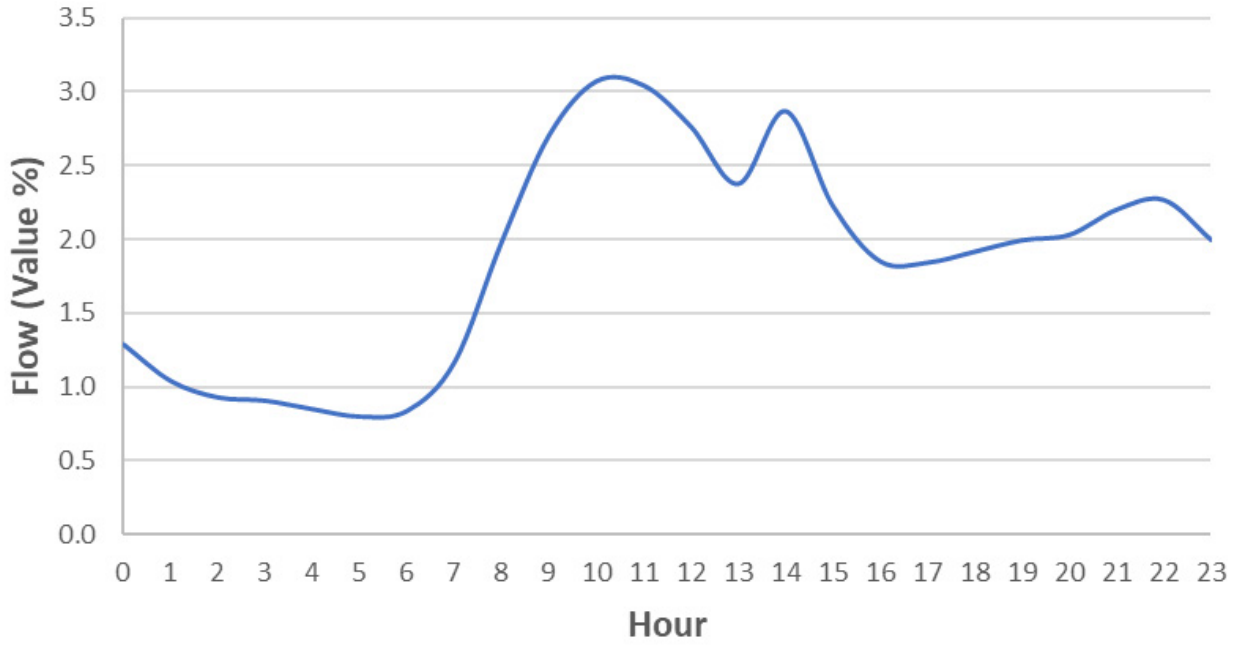



Figure 5 SSD Dry Weather Hourly Diurnal Flow Curve Between January 6, 2024, and March 4, 2024

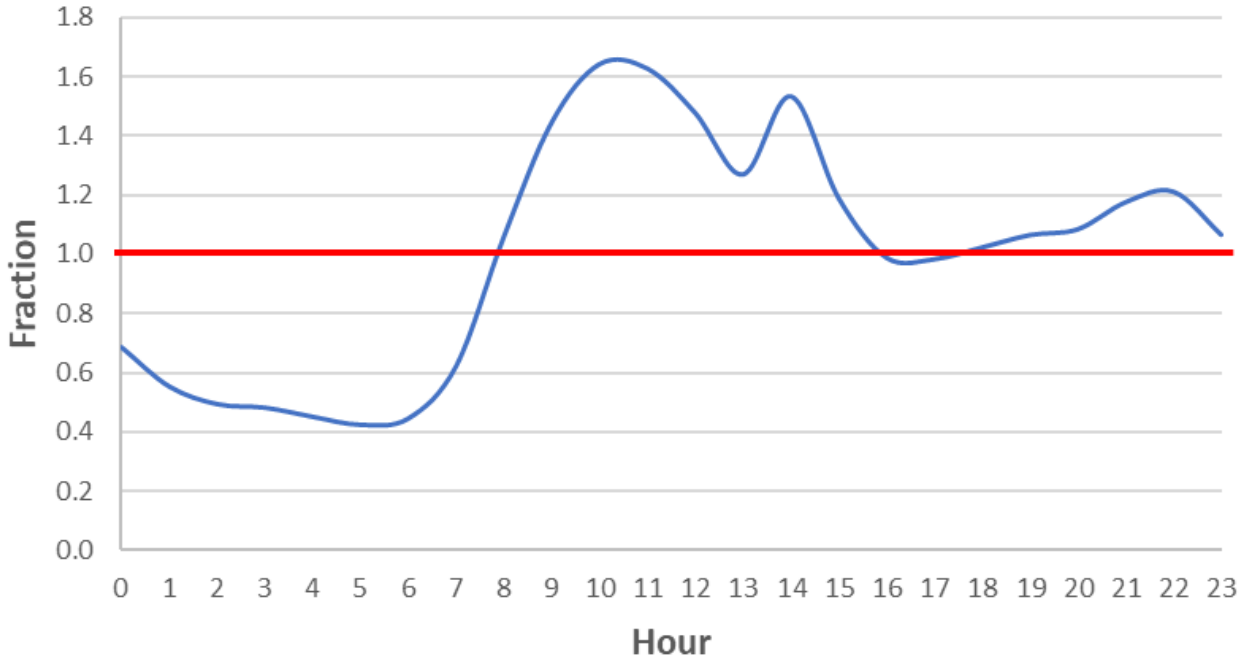



Figure 6 SSD Normalized Dry Weather Hourly Diurnal Flow Curve Between January 6, 2024, and March 4, 2024

### 2.3.2 Summerland Sanitary District Wet Weather Flow Analysis

Given that the hourly flow data for SSD influent was exclusively available as percentage values without a known conversion factor to mgd, and also as noted above that the individual flow values were inaccurate, the decision was made to utilize MSD PWWF patterns as a proxy to estimate SSD peak wet weather hourly flow. This estimation relied on the assumption that the hourly flow patterns of SSD were proportionally similar to those of MSD, as determined by the ratio of their respective ADWFs.

Analysis of SSD rainfall records between January 6, 2024, and March 4, 2024, revealed that the highest precipitation, amounting to 4.5 inches, occurred on February 19, 2024, coinciding with the day registering the highest average daily flow at 30.37 percent. This alignment also corresponded with the day exhibiting PWWF at MSD. As a result, the hourly flow data for MSD during the period from February 18, 2024, to February 24, 2024, was selected to simulate SSD PWWFs.

Considering the uncertainties associated with the SSD flow data as noted above and to allow for a margin of safety, a 20 percent safety factor was applied to the calculated SSD peak wet weather hourly flow data. The resultant hourly flow diagram is presented on Figure 7. When contemplating future WWTP designs, the design team should make a formal request from SSD for the most recent flow data.

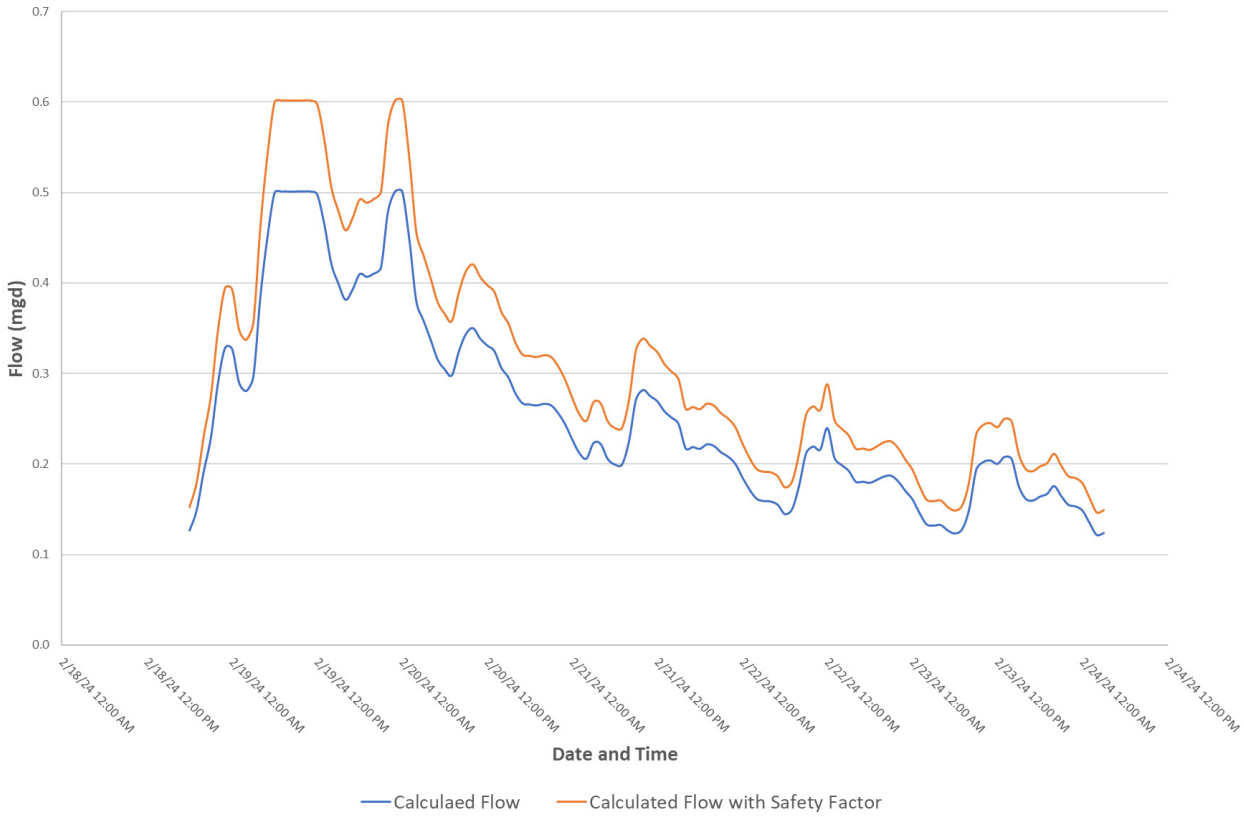



Figure 7 SSD Peak Wet Weather Hourly Flow Between February 18, 2024, and February 24, 2024

# SECTION 3 COLLECTION SYSTEM ANALYSIS

## 3.1 Background

SSD operates a WWTP and collection system in Summerland, California. MSD serves an area immediately west of the SSD service area. MSD operates a WWTP and a collection system. Both Summerland and Montecito are census designated places within the County of Santa Barbara. MSD and SSD service areas and facilities are shown on Figure 8. SSD is evaluating potential options for future management of its wastewater, which includes abandonment of the WWTP. Water Systems Consulting, Inc. (WSC), as part of the consulting team led by Carollo Engineers, prepared this evaluation of alternatives for the conveyance of SSD's wastewater to MSD. The purpose of this section is to evaluate SSD and MSD flows and evaluate alternatives for connecting the two systems. Specifically, this section focuses on the hydraulic and collection system infrastructure (e.g., pipelines, LSs) associated with conveyance of SSD flows to the MSD system.

The SSD WWTP treats wastewater conveyed from SSD customers through the collection system, and the treated effluent is discharged to the Pacific Ocean. The WWTP site is located adjacent to the Pacific Ocean and is potentially threatened by rising sea levels. One potential future strategy is for SSD to abandon its WWTP and convey its wastewater to MSD for treatment. This approach would relieve SSD of the need to

find a new site for a new WWTP. It would also direct more raw wastewater to the MSD WWTP. MSD is currently involved in regional planning efforts around production and use of recycled water. Increasing the raw wastewater flow to the MSD WWTP would increase the potential supply of recycled water that could be produced at this facility.

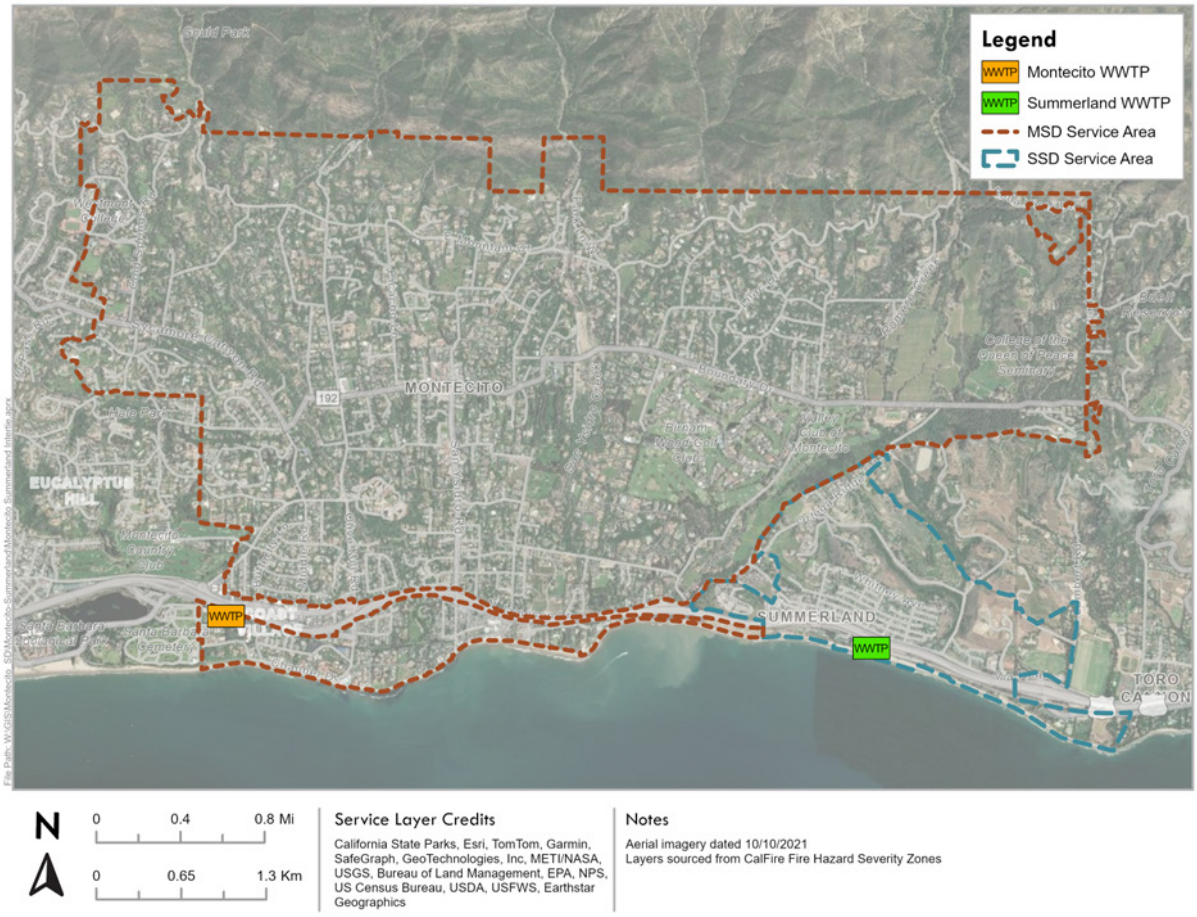



Figure 8 Project Extent and Service Areas

## 3.2 Wastewater Flows

The evaluation of wastewater flows was presented in Section 2. Those results are summarized here.

### 3.2.1 Summerland Sanitary District Flows

The SSD WWTP treats an annual average flow of 0.084 mgd and has a design capacity of 0.3 mgd. During storm events, infiltration and inflow in the SSD collection system increases the flow that reaches the WWTP. SSD has historically experienced some issues with its influent flowmeter that have affected the reliability of influent flow measurements. After review of historical data and discussions with SSD, the project team identified a planning value of 0.5 mgd for the peak wet weather influent to the SSD WWTP. Because of the uncertainty around the metering data, a safety factor of 20 percent was applied to this value. Therefore, the PWWF from SSD that would be conveyed to MSD was assumed to be 0.6 mgd.

It was assumed that the SSD WWTP site would be re-purposed after the facility was abandoned. A pump station at the SSD WWTP site would convey wastewater to the MSD collection system, where it would continue to the MSD WWTP. It was assumed that no storage would be provided at the SSD WWTP site. Therefore, the pump station at the SSD WWTP site would need to convey the unequalized 0.6 mgd flow to the MSD collection system. The evaluation of MSD equalization and facility upgrades is presented in Section 4.

### 3.2.2 Montecito Sanitary District Flows

The MSD WWTP treats an annual average flow of 0.634 mgd and has a design capacity of 1.5 mgd. During storm events, infiltration and inflow in the MSD collection system increases the flow that reaches the WWTP. MSD's influent flowmeter measures flow entering the WWTP, but it also measures some flow that has been returned to the headworks as part of the treatment process. After review of historical data and discussions with MSD, the project team elected to use flow data from the effluent meter to represent wastewater flows from MSD. A storm that occurred in February of 2024 was used as a representative wet weather storm event. Section 2 includes a figure (Figure 4) showing the MSD wastewater flow during this event, reproduced here as Figure 9.

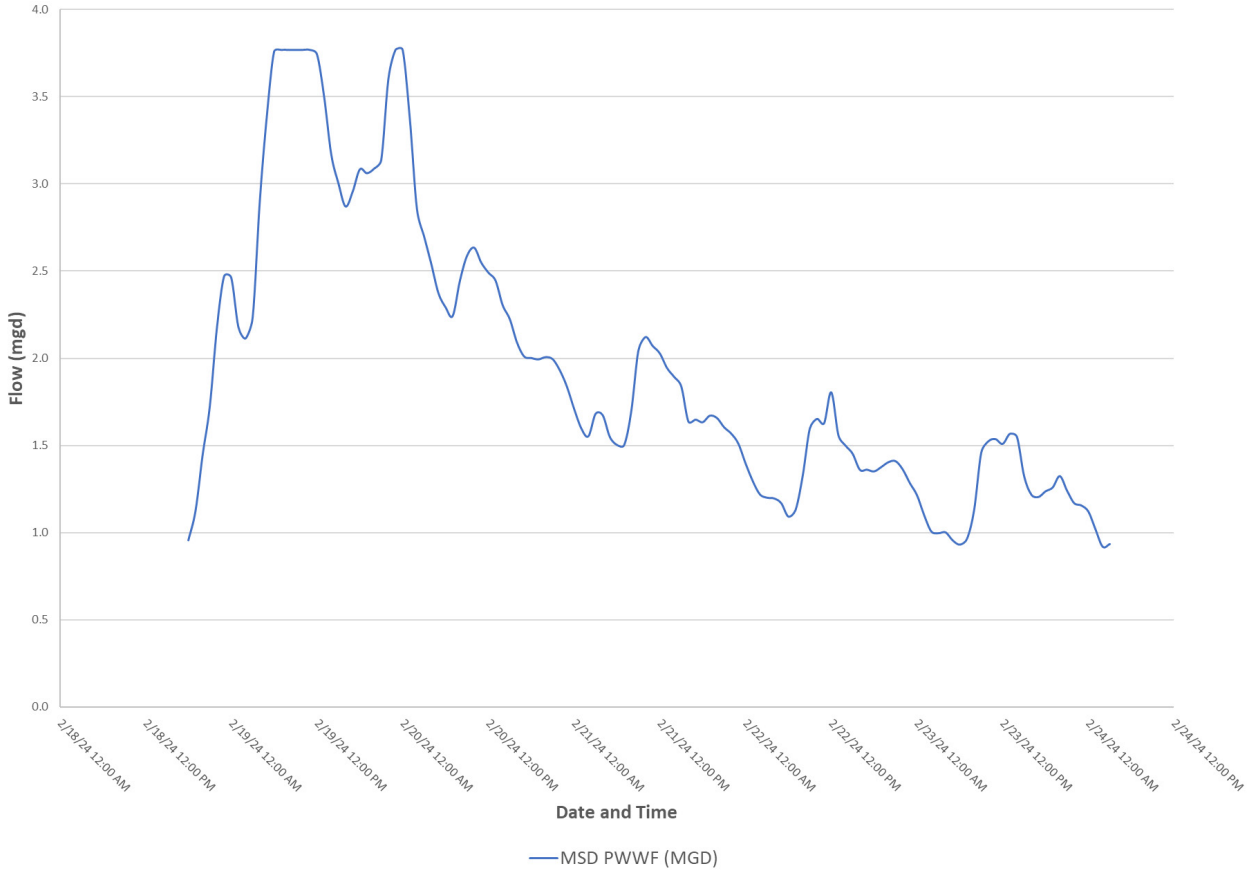



Figure 9 MSD PWWF (Figure 4 From Section 2)

Based on review of the hydrograph shown on Figure 9, the PWWF to the MSD WWTP under current conditions (before any flow contribution from SSD) was assumed to be 3.77 mgd.

## 3.3 Collection System Analysis

This section describes the evaluation of conveying flow from SSD to the MSD collection system for conveyance to the MSD WWTP. As part of a separate project, WSC prepared a computer hydraulic model of the MSD collection system. This model was used to evaluate potential impacts to the MSD collection system due to the addition of flow from SSD. The model was used to simulate the system at peak weather flow (3.77 mgd generated within the MSD collection system and 0.6 mgd conveyed from SSD).

### 3.3.1 Potential Connection Points

Through discussion with MSD staff, three potential connection points were identified for the injection of flow from SSD. These locations are shown on Figure 10.

In addition to the points shown on Figure 10, a fourth baseline alternative was created to evaluate the potential of conveying SSD flows directly to the MSD WWTP, without impacting any of MSD's existing collection system. The four alternatives are summarized in Table 4.

Table 4 Flow Injection Alternatives

| Alternative | Receiving Point |
|---|---|
| 1 | Manhole in Sheffield Drive on 12-inch gravity sewer |
| 2 | Miramar LS |
| 3 | Manhole in North Jameson Lane on 18-inch gravity sewer |
| 4 | MSD WWTP headworks |

Descriptions of the alternatives are presented on the following pages.

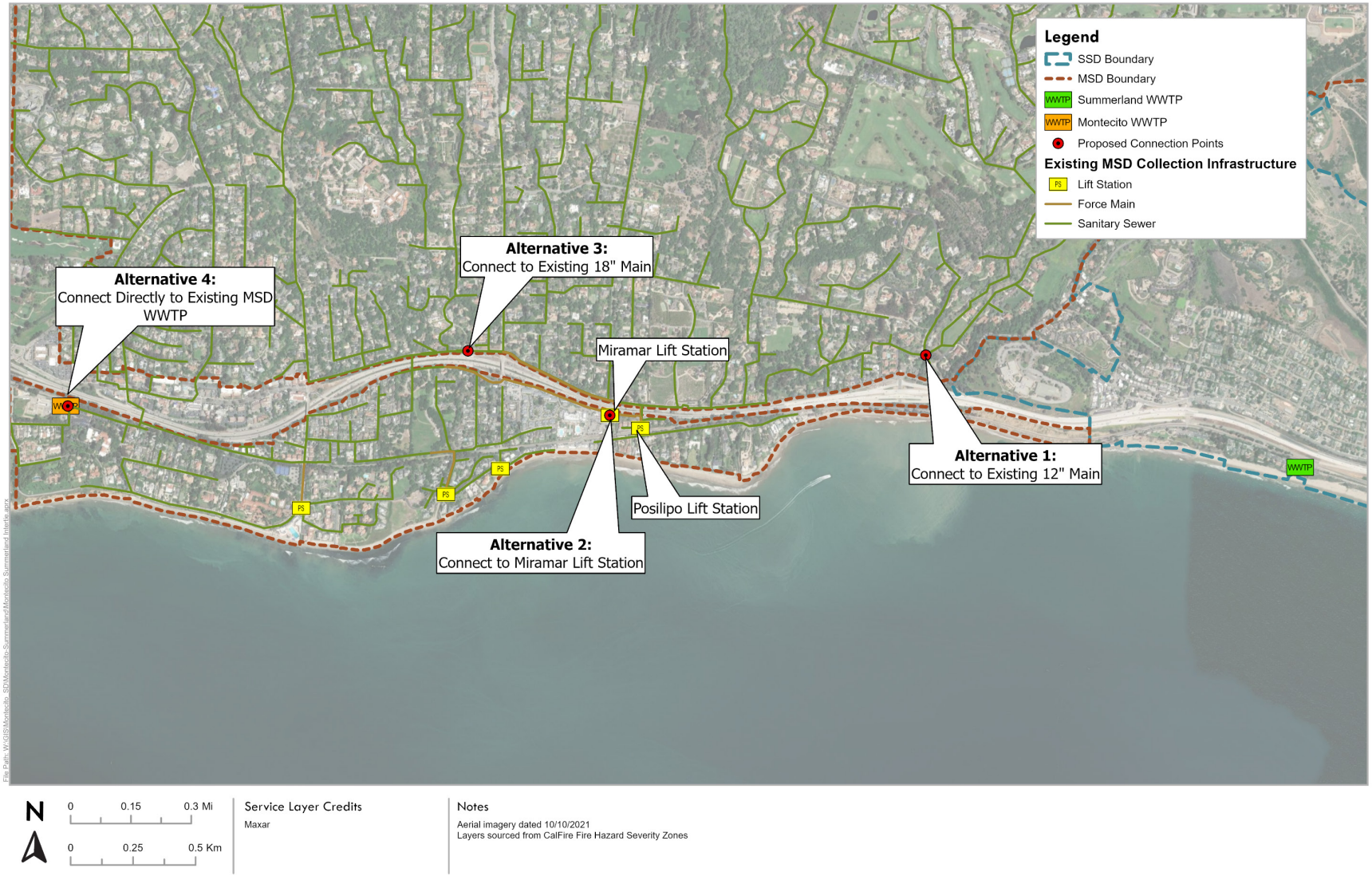



Figure 10 Potential Injection Points for Flow From SSD Into MSD Collection System

### 3.3.2 Alternative 1

Alternative 1 represents the nearest potential connection point in the MSD system. The flow from SSD was assumed to be introduced at MSD manhole 1252-7B. A hydraulic profile of the gravity system during peak flow from this point downstream to the Posilipo LS is shown on Figure 11.

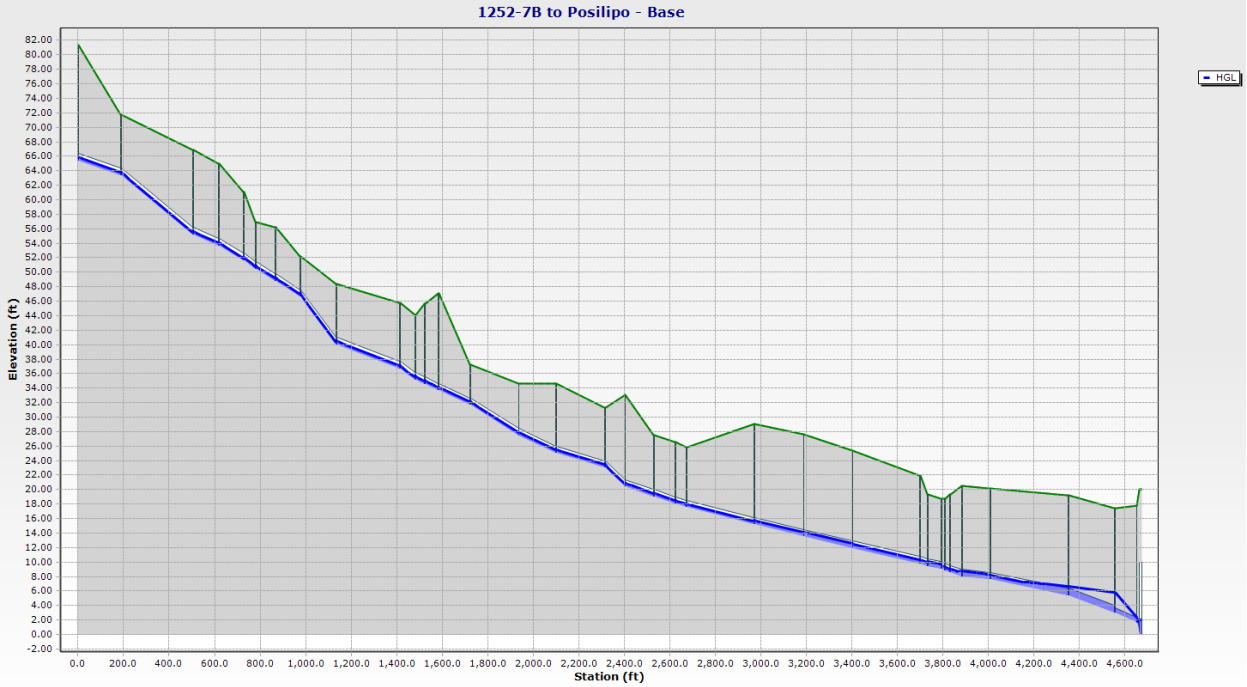



Figure 11 Hydraulic Profile at Peak Flow From Manhole 1252-7B to Posilipo LS (Alternative 1)

The gravity system is not expected to experience any significant surcharging due to the additional flow from SSD. Some surcharging is expected to occur at the downstream end of the reach near the Posilipo LS, but this is because flows are expected to exceed the capacity of the Posilipo LS.

After being pumped through the Posilipo LS, flow would continue through the gravity collection system to the MSD WWTP. WSC evaluated the gravity collection system downstream of both sets of force mains from Posilipo: the dual 6-inch force mains that go on the north side of US Highway 101 (US 101), and the dual 8-inch force mains that stay on the south side of US 101. The additional flow from SSD is not expected to produce significant surcharging in either alignment.

### 3.3.3 Alternative 2

Under this alternative, the flow from SSD would be pumped through a dedicated force main and would be injected into the wet well at the Miramar LS. This facility is relatively new and currently has excess capacity available. It pumps through a dedicated 6-inch force main in South Jameson Lane.

It appears that the Miramar LS has adequate capacity to convey the peak flow from SSD, in addition to current flows from the hotel. The collection system model was used to evaluate the gravity system downstream of the force main from the Miramar LS, and the additional flow from SSD is not expected to

produce significant surcharging in the system. A hydraulic profile of the system from the Miramar LS downstream to the MWD WWTP is shown on Figure 12.

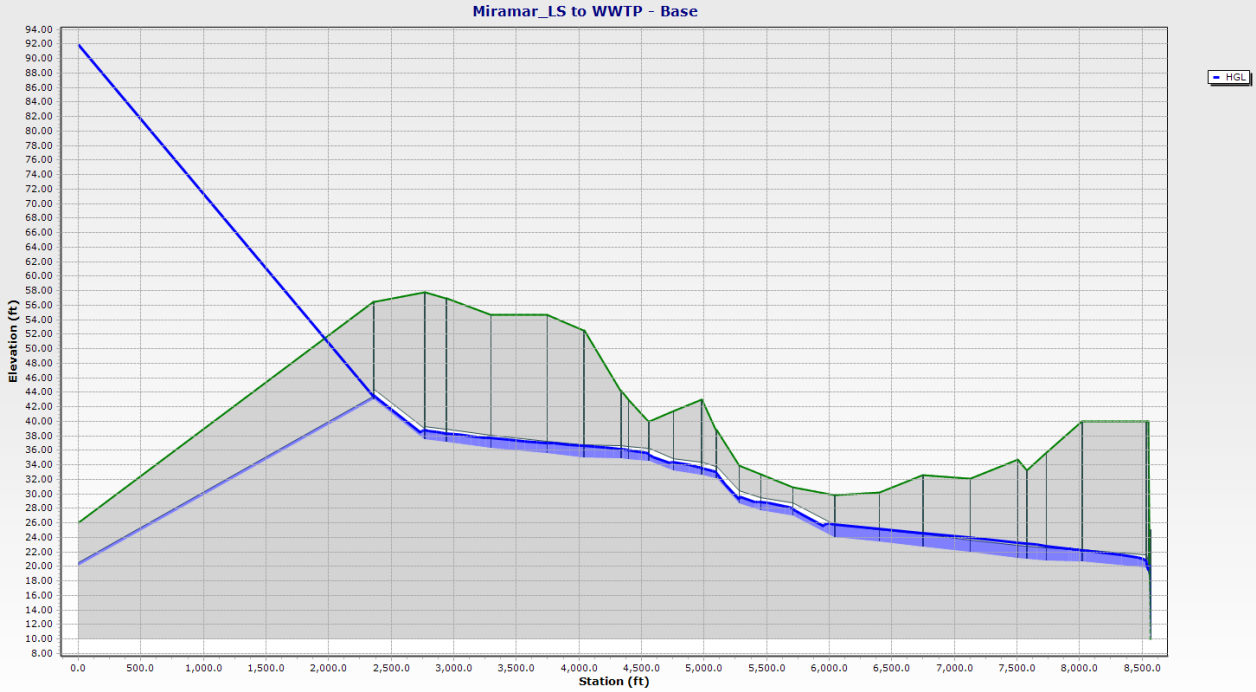



Figure 12 Hydraulic Profile at Peak Flow From Miramar LS to MSD WWTP (Alternative 2)

The gravity system is not expected to experience any significant surcharging due to the additional flow from SSD.

### 3.3.4 Alternative 3

Under this alternative the flow from SSD would be pumped through a dedicated force main and would be injected into the MSD system near the intersection of North Jameson Lane and San Ysidro Road. The manhole at this intersection, 1045-5B, is relatively shallow and is the discharge manhole for the existing dual 6-inch force mains from the Posilipo LS. Therefore, the recommended injection point is the next downstream manhole on the 18-inch pipe in North Jameson Lane, which is manhole 1980-O8. A hydraulic profile of the gravity system during peak flow from this point downstream to the MSD WWTP is shown on Figure 13.

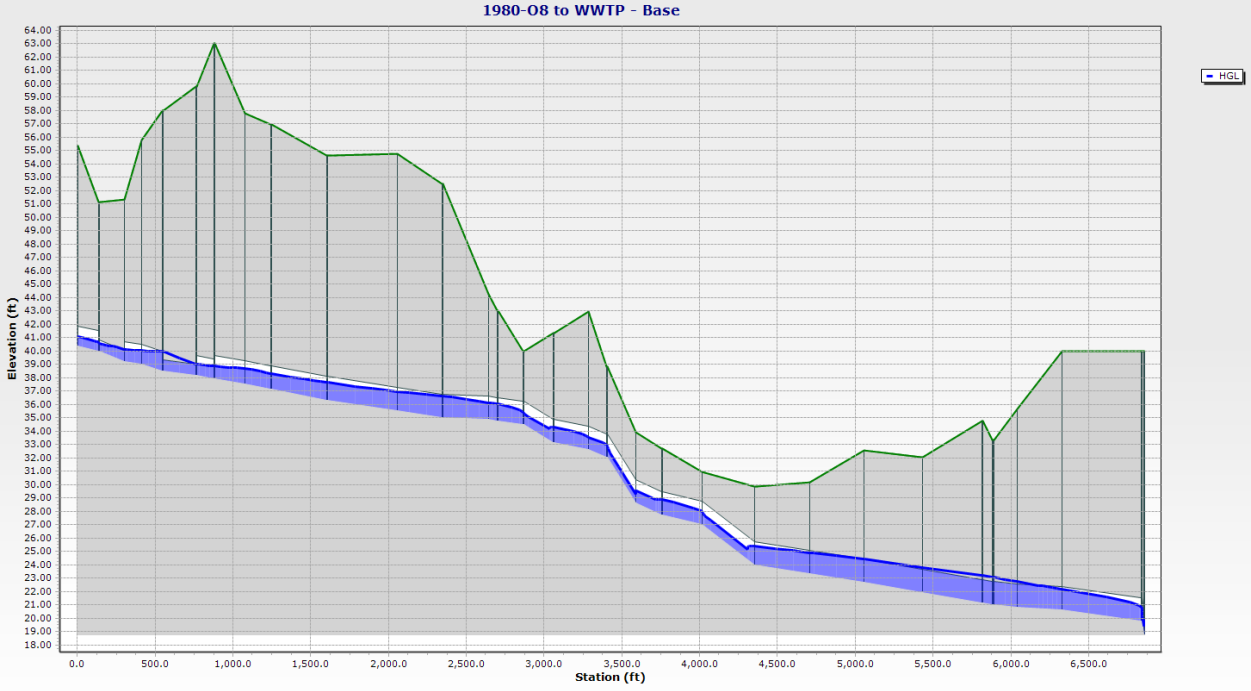



Figure 13 Hydraulic Profile at Peak Flow From Manhole 1980-O8 to MSD WWTP (Alternative 3)

The gravity system is not expected to experience any significant surcharging due to the additional flow from SSD.

### 3.3.5 Alternative 4

Under this alternative, flow from SSD would be pumped through a dedicated force main to the headworks of the MSD WWTP. This alternative bypasses the MSD collection system entirely and therefore no modeling was performed.

## 3.4 Infrastructure Analysis

The proposed alternatives require infrastructure to convey the SSD flows to the MSD WWTP. The following sections describe the required infrastructure necessary to implement each alternative. The pipeline infrastructure alignment was determined for each alternative based on a set of criteria, which will be described in the following section. The purpose of analyzing the required infrastructure is to develop costs and inform the selection of a preferred alternative.

### 3.4.1 Infrastructure Criteria

WSC identified and delineated potentially feasible pipeline alignments to deliver SSD flow to the proposed connection points identified on Figure 10. As part of the alignment refinement and comparison process, criteria were identified to evaluate and select a preferred alignment for each pipeline segment. The desirability of each alternative pipeline was determined by a set of criteria which will be discussed in this section. The infrastructure alignment criteria include the following:

- Estimated Infrastructure Cost.

- Highway and Railroad Crossings.
- Creek Crossings.
- Community Impacts.
- Easement Acquisition.
- Topography.
- Permitting.

For quantifiable criteria, the associated values for each alignment are provided. For non-quantifiable criteria, the alignments were compared against each other. The alignment presented for each alternative is the recommended alignment based on the criteria; only the final alignments are presented in this Section.

#### 3.4.1.1 Estimated Infrastructure Cost

Generally shorter alignments are less expensive but need to be balanced with other criteria such as community impacts, additional permitting, and additional major road, railroad, or creek crossings. Alternatives are evaluated and compared with each other based on overall pipeline length, which largely dictates the overall cost. However, infrastructure upgrades to existing LSs can also lead to high costs. Cost estimates were developed for each alternative to compare the benefits of each alternative with overall cost.

Capital costs include costs for construction, contractor overhead, property acquisition, contingency for unknown conditions, engineering administration, and environmental permitting. Construction costs were broken into major components and were developed using cost indexes, recent bids for similar projects, recent engineering estimates, and industry planning-level unit costs. Quantities were estimated using field measurements taken during site visits, scaled record drawings, and through online mapping programs. Unit costs were equivalent across alternatives to support a comparative analysis. O&M costs were incorporated as percentages of applicable components of construction (pump stations, pipelines etc.) and estimated pump station energy costs. See Section 3.6 for an overview of the cost estimating methodology used.

Alignment alternatives were routed along existing roadways to minimize construction in steep terrain, avoid easement acquisitions, and avert other impacts to property owners. Alignments were compared based on available width of right-of-way (ROW), presence of other utilities, levels of anticipated traffic, and potential restoration. Alignments within Montecito and Summerland would comply with County of Santa Barbara requirements for road restoration.

#### 3.4.1.2 Highway and Railroad Crossings

Due to the location of the SSD WWTP, all alternatives will need to cross US 101 and the railroad at least once. Where possible, crossings were located at existing overpasses to reduce the need for trenchless installation methods. Several alternatives require secondary US 101 and railroad crossings in Montecito. US 101 crossings will require permitting from the California Department of Transportation. The process of obtaining approval would be through their encroachment permit and may involve several rounds of review and approval. It is not assumed at this time that variances would be required or justified, and all permits would follow applicable state standards and specifications.

Railroads typically grant ROW permits allowing utilities to locate pipelines within their properties. Railroads have strict standard requirements and well-documented permitting processes for submitting crossing requests. Specific requirements for pipelines within railroad corridors include:

- All pipelines crossing underneath tracks shall be encased in steel by jack and bore, and generally should cross at a right angle to the track, although variances to crossing angles can be obtained.
- Pipelines under pressure shall utilize leakproof mechanical or welded joints.
- Casing pipe shall have an internal diameter of 4 inches or greater than the carrier pipe outside diameter. Cathodic protection or coating is not required, but a thicker pipe is required if no protection is used. Casings must extend 25 feet from center of track when terminated below ground. Casing must be 5.5 feet below base of rail.
- Shutoff valves must be included within effective distances of each side of railway.

Alignment alternatives will be compared on the number of railroad crossings which are required for the alignment. Alignments with less railroad crossings can save costs but must be weighed with the other criteria. All alignments require at least one railroad crossing near the SSD WWTP. Only Alternative 4 requires an additional crossing near the MSD WWTP.

#### 3.4.1.3 Creek Crossings and Environmental Impacts

Montecito and Summerland are located along the Santa Ynez Mountain range to the north and the Pacific Ocean to the South. There are multiple creeks within this region that flow from north to south and piping alignments will require crossings typically at existing County of Santa Barbara bridges. Creek crossings at existing bridges were observed during a field evaluation of alignments, see Figure 14. It appears at this time all pipeline crossings could be installed along the side of existing bridges unless otherwise noted in the following sections. However, there are plans for telecommunications infrastructure in the near term which may impact available space along the bridges. For creek crossings not located at bridges, or that require installation below the bridge, permits will be required through the California Department of Fish and Wildlife, US Army Corps of Engineers (USACE), and the Regional Water Quality Control Board (RWQCB). Creek crossings will also include environmental considerations and mitigation measures through the eventual California Environmental Quality Act plans. The following permits shall be evaluated on a case-by-case basis for non-bridge creek crossings or where crossings at bridges may require pipelines to be installed within the normal high-water level:

- California Department of Fish and Wildlife Section 1602 Permit.
- USACE Section 404 Permit for creek crossings within the Waters of the US jurisdiction.
- RWQCB Section 401 Permit within the Waters of the State jurisdiction.

To the extent practical, alignments will avoid creek crossings. Alignments with less crossings will be evaluated more favorably due to lower cost and less permitting complexity.


Figure 14 Required Creek Crossings

### 3.4.1.4 Community Impacts

The Montecito community is largely residential. Alignment alternatives were compared with community impacts in mind, such as disruption to localized traffic, access to homes, businesses, and other community resources such as schools, churches, and emergency service centers. The alignment alternatives that are routed in close proximity to homes have a higher potential for these impacts.

The SSD WWTP is also located just across US 101 from downtown Summerland, a commercial zone including boutique shopping, restaurants, and surrounding residential housing. The proposed alignment is expected to largely impact the commercial area on route to the MSD connection point. Any

improvements at the SSD WWTP may require odor control to offset impacts from converting the SSD wet well to a LS. See Section 3.7 for additional discussion related to odor control.

Alignments with lesser impacts to the surrounding communities were favored to those that had greater impacts.

#### 3.4.1.5 Permitting

Project permitting can impact the project due to delays and the expense of obtaining and complying with the permit requirements. Specific permits required by the alternatives may include:

- California Coastal Commission Coastal Development Permit.
- County Department of Transportation Encroachment Permit for county roads.
- California Department of Transportation Encroachment Permit for highways.
- Union Pacific Railroad (UPRR) Encroachment Permit for railroad.

Individual alternatives are evaluated on the overall number of permits required, relative perceived difficulty of obtaining permits, and resulting permit requirements and mitigation measures which may add project complexity and cost.

#### 3.4.1.6 Collection System Feasibility

Alternatives have varying degrees of impacts to MSD's collection system. Several alternatives impact existing LSs which may or may not require physical capacity upgrades, adding cost and complexity. Other alternatives impact only the gravity system or bypass MSD's collection system altogether. These criteria will consider potential impacts and feasibility of the upgrades.

## 3.5 Cost Estimating Methodology

The estimated costs summarized in this Section are based on an AACE International Class 5 cost estimate. Class 5 construction cost estimates are generally prepared based on limited information and subsequently have a relatively wide accuracy range. They are typically used along with other considerations for concept screening. Design definition and engineering associated with a Class 5 estimate is typically from 0 percent to 2 percent complete.

The costs and assumptions used were developed from the information available at the time that this opinion was prepared. There are numerous design related criteria, decisions, and assumptions that will need to be vetted and evaluated, including input from project owners, operators, and customers as well as additional surveys, modeling, permit conditions, and unforeseen circumstances that could impact the cost of the project as the design progresses.

Capital costs include costs for construction, contractor overhead, property acquisition, contingency for unknown conditions, engineering administration, and environmental permitting. Construction costs were broken into major components and were developed using cost indexes, recent bids for similar projects, recent engineering estimates, and industry planning-level unit costs. Quantities were estimated using field measurements taken during site visits, scaled record drawings, and through online mapping programs. Unit costs were equivalent across alternatives to support a comparative analysis. O&M costs were

incorporated as percentages of applicable components of construction (pump stations, pipelines, etc.) and estimated pump station energy costs.

The cost opinions were built on unit prices derived from recent public works bids and databases based on public works bid unit prices. Since these unit prices are based on public works projects, they include prevailing wage rates. A Class 5 cost estimate represents an accuracy range from low of minus 50 percent to high of plus 100 percent. To account for this level of accuracy, the project estimate includes a 40 percent estimating contingency to account for uncertainties that could impact the project costs.

A summary of construction, soft cost and escalation assumptions is provided in Table 5. Percentages are sequentially applied in the order they fall on the table.

Table 5 Cost Estimate Assumptions

| Description | Value | Applied To |
|---|---|---|
| **Contingency for Unknown Conditions** | 40% | Subtotaled raw construction costs |
| **Escalation** | 16% | Assumes mid-point is August 2027, applied to raw construction costs |
| **General Conditions** | 10% | Applied to escalated construction costs |
| **Contractor Overhead, Profit, Bonds, and Insurance** | 15% | Applied to escalated construction costs |
| **Design Services** | 10% | Applied to total construction costs (contingency, escalation, and overhead) |
| **Engineering Services During Construction** | 5% | Applied to total construction costs (contingency, escalation, and overhead) |
| **Owner's Administration and Legal** | 5% | Applied to total construction and engineering costs |
| **Owner's Advisor and Construction Manager Costs** | 6% | Applied to total construction and engineering costs |
| **Owner's Allowance** | 10% | Applied to total construction and engineering costs |
| **Debt Service Rate** | 3% | Total project costs, represents State Revolving Fund Loan typical rate |
| **Project Debt Life** | 30 Years | Used along with rate in annualizing total project costs |

The Engineering News-Record cost indices predict construction cost escalation to historically run approximately 3 to 4 percent. However, due to the escalation conditions experienced in the construction industry over the last few years and higher than normal inflation in materials and labor expected in the foreseeable future, it is recommended that a 5 percent escalation rate is used for the project cost estimate. The escalation rate is calculated to the midpoint of construction (estimated as August 2027) and is applied to all estimated costs.

It is assumed that the project will be delivered through a design-build or a progressive design-build approach. These project delivery approaches appear to be the current trend in the industry. The final costs of the project will depend on actual labor and material costs and competitive market conditions at the time of bidding, actual site conditions, final design scope, implementation schedule, continuity of personnel and engineering, and other variable factors.

## 3.6 Common Infrastructure Components

Across all alternatives there are common infrastructure improvements required regardless of alternative selection. The following list of infrastructure improvements are applicable to all subsequent alternatives:

- Conversion of the SSD WWTP's influent wet well to a pump station for pumping flows from the SSD collection system to the MSD collection system.
  - » Additional odor control infrastructure will be constructed to reduce any potential community impact near the SSD WWTP.
- Common piping infrastructure to carry SSD flow over Ortega Hill and into the MSD collection system.

### 3.6.1 Summerland Sanitary District Wastewater Treatment Plant Impacts

SSD's WWTP will require modifications to be converted to a pump station to transfer unequalized flow to MSD's system. WSC performed a site visit led by SSD operations staff to investigate locations within the facility which could be repurposed into a pump station. The most feasible location is likely the existing EQ basin which could be retrofitted with submersible pumps or dry-pit style pumps (utilizing the existing adjacent dry pit vault, pictured below). Photos of the existing EQ basin and dry pit vault are provided on Figure 15.

Figure 15 SSD WWTP Photos

A conceptual layout showing a reduced facility including only pumping infrastructure is provided on Figure 16. The existing basin would also require odor control, which was included in the cost estimates. The OCS would include corrosion resistant fiber reinforced polymer covers, air distribution system, fiber reinforced polymer grating to support the media, and treatment system.


Figure 16 SSD Pumping Facility Conceptual Layout

### 3.6.2 Common Pipeline Alignment

To transfer flows from the SSD WWTP to the MSD collection system, a new pressurized pipeline must carry the flow over, or around, Ortega Hill. Note that SSD existing infrastructure includes a pipeline crossing the UPRR and US 101. However, for this analysis it was assumed that new infrastructure would be required. Facility changes to SSD impact all alternatives equally. Two alternatives were developed to transfer flows from the SSD WWTP to the MSD collection system. Both alternatives begin at the SSD WWTP, where the new pump station will be constructed, and travel west along Wallace Avenue before crossing under US 101 and turning left onto Ortega Hill Road. The alternative pipeline alignments then split and are described below:

- Alignment A - Ortega Hill Road:
  - The alignment follows Ortega Hill Road over Ortega Hill before reaching the intersection of Ortega Hill Road, North Jameson Lane, and Sheffield Drive.
  - The total length of new pipe for this alignment is approximately 5,840 feet.
- Alignment B - US 101 Bike Path:
  - The alignment turns left from Ortega Hill Road just west of the US 101 North onramp where a new bike path has been constructed. The alignment follows the bike path to the same intersection as Alignment A.
  - The total length of new pipe for this alignment is approximately 5,500 feet.

This section of pipeline terminates at the Ortega Hill Road, North Jameson Lane, and the Sheffield Drive intersection where the alternative alignments begin. Alignment B, or the bike path route, saves approximately 340 feet in pipeline length and reduces the size of required pumps. However, due to the uncertainty of utilizing the bike path as a pipeline corridor, Alignment A is the recommended alignment.

The alternative alignments proposed for transferring SSD flows to the boundary of the MSD collection system are shown on Figure 17.

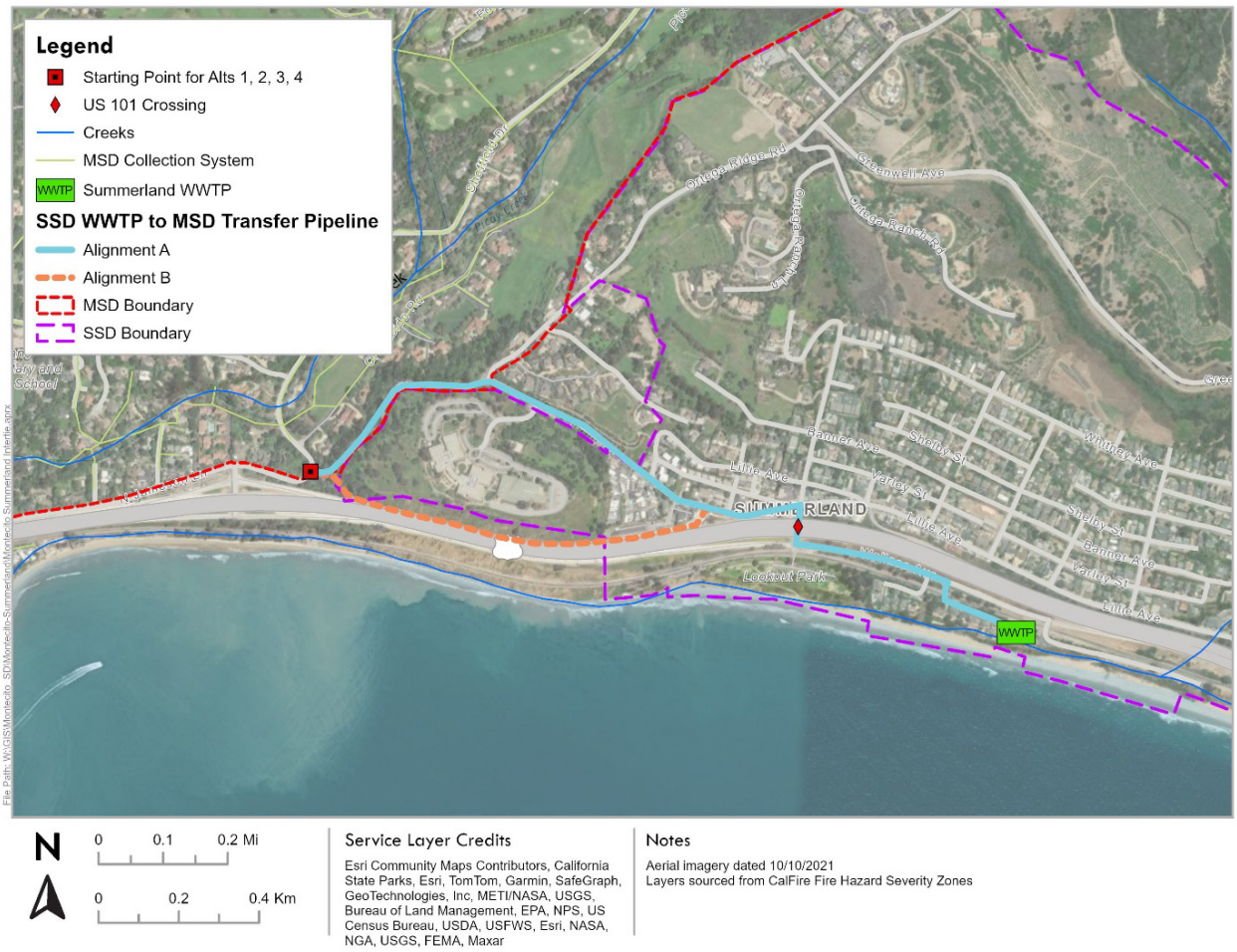



Figure 17 Common Pipeline Alignment

## 3.7 Alternative 1 - Nearest Montecito Sanitary District System Connection

Alternative 1 proposes constructing approximately 380 feet of new pipeline starting at the intersection of Ortega Hill Road, North Jameson Lane, and Sheffield Drive, where Alignment A, discussed above, terminates. The proposed pipeline travels north along Sheffield Drive before reaching the first proposed connection manhole, shown on Figure 18. The SSD flows would then travel by gravity through MSD's existing collection system before reaching Posilipo LS and being pumped to the MSD WWTP. The total

length of new pipeline infrastructure required for Alternative 1 is approximately 6,300 feet, including Alignment A (Ortega Hill Road).

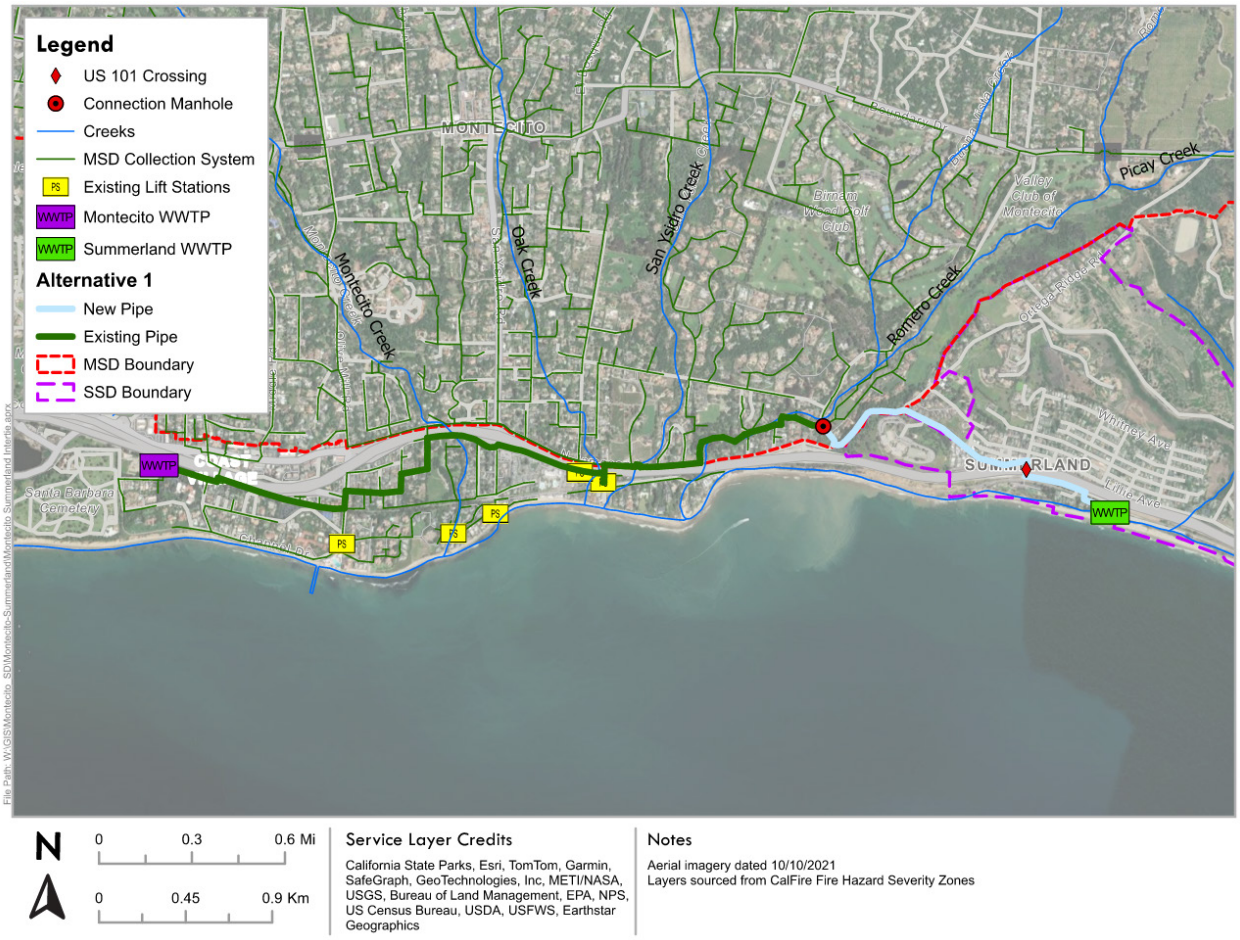



Figure 18 Alternative 1 Infrastructure

This alternative requires the least new pipeline infrastructure. However, the downstream Posilipo LS does not have the capacity to handle an increase in flows and would require improvements to support the additional inflow from SSD. Currently, the Posilipo LS operates with two pumps in parallel and a backup pump for redundancy. The current capacity, new required capacity, and increase in required power is presented in Table 6. Operation of the LS would remain the same, but the power of each pump would need to be increased by 5 horsepower (hp). Note that the proposed pumps are the same model as existing pumps, but with a different impeller trim and head setting.

Table 6 Posilipo LS Capacity Requirements

| Current Capacity, gpm | Additional Flow from SSD, gpm | New, Required Capacity, gpm | Increase in Pump Power, hp |
|---|---|---|---|
| 1,100 | 420 | 1,520 | 5 |

Notes:
gpm - gallons per minute

The Posilipo LS site is located mostly underground in a two-level subterranean circular concrete precast structure. Existing electrical infrastructure is located above ground, pump control systems are located at

the first belowground level, and the dry pit pumps are located at the lowest level. It is expected that removal of the existing pumps and installation of new pumps would be limited to a small access hatch. Given the compact size of the LS and location of existing pumps, any upgrades to the facility would carry potential considerations regarding design complexity, constructability, and schedule, impacting the overall timeline and cost of the upgrade associated with this alternative. A summary of the benefits and constraints for this alternative are presented in Table 7.

Table 7 Alternative 1 Benefits and Constraints Summary

| Criteria | Impact |
|---|---|
| **Estimated Infrastructure Cost** | Shortest route reduces pipeline costs (more pumping and LS upgrade costs). However, high cost in upgrading LS to increase capacity. LS may be difficult to upgrade given current configuration. |
| **Highway/Railroad Crossing** | Only one US 101 and one railroad crossing to negotiate. |
| **Creek Crossings and Environmental Impacts** | No creek crossings required, however, connection manhole is adjacent to Romero Creek. |
| **Community Impacts** | Higher acceptance due to less community impact from shorter overall pipeline. |
| **Permitting** | No creek crossings, minimal highway and railroad crossings will reduce permitting effort. |
| **Collection System Feasibility** | Downstream LS (Posilipo) is at capacity and cannot accept additional flow. LS building is also near space capacity. Posilipo LS constructed in small footprint partially in ROW, difficult and expensive to upgrade. |

The total project and annual O&M costs are presented for Alternative 1 in Table 8.

Table 8 Alternative 1 Costs

| Construction Cost | Contingency | Engineering, Administration, and Legal | Total Project Cost | Total Project Cost ($M) | Annual O&M | Total Annual Cost |
|---|---|---|---|---|---|---|
| $15,492,500 | $3,178,000 | $6,065,300 | $21,557,800 | $21.6 | $333,800 | $1,433,800 |

## 3.8 Alternative 2 - Nearest Montecito Sanitary District Lift Station Connection

Alternative 2 initiates at the same location as Alternative 1, the intersection of Ortega Hill Road, North Jameson Lane, and Sheffield Drive. The new pipeline turns left from the intersection onto North Jameson Lane and travels west along North Jameson Lane for approximately 4,200 feet along North Jameson Lane. The new pipeline crosses three creeks (Romero, San Ysidro, and Oak); each crossing would be located at an existing bridge, see Figure 14. The alignment then crosses US 101 to the Miramar LS, resulting in an additional 500 feet of new pipeline where the SSD flows are introduced to the MSD collection system through the Miramar wet well. The total length of new pipeline required for this alignment is approximately 10,400 feet, assuming that the Ortega Hill transfer alignment is used. The proposed alignment for Alternative 2 is shown on Figure 19.

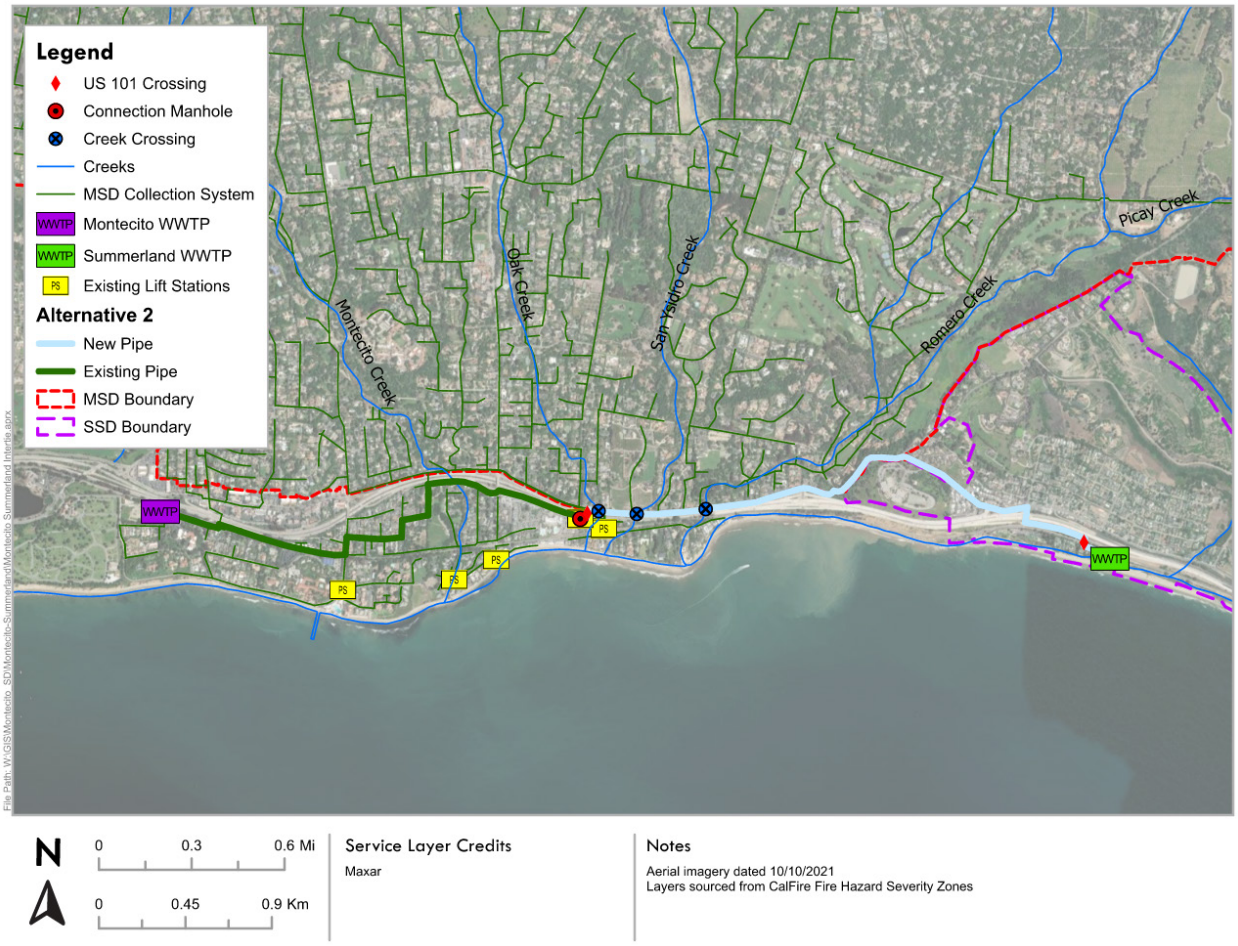



Figure 19 Alternative 2 Infrastructure

The Miramar LS is currently underutilized with an average peak daily flow of 35 gpm and a single pump capacity capable of supplying 625 gpm at 65 feet of head. The underutilization has led to undesirable operation with increased pump cycling necessary to reduce hydrogen sulfide ($H_2S$) odor problems. The required design capacity with the addition of the SSD flows is approximately 920 gpm, where 500 gpm is expected from the hotel and 420 gpm is expected from SSD. By operating the Miramar LS pumps in parallel, it is expected that the LS will not require infrastructure upgrades. The increase in flows could also resolve operation constraints and decrease pump cycling. Note that any additional flows to the Miramar LS will require an agreement with the adjacent resort (Rosewood Miramar Beach).

A summary of the benefits and constraints associated with Alternative 2 is presented in Table 9.

Table 9 Alternative 2 Benefits and Constraints Summary

| Criteria | Impact |
|---|---|
| **Estimated Infrastructure Cost** | Lower costs due to no LS upgrades at Miramar. This alternative requires significantly more piping than Alternative 1 but similar in total length to Alternative 3. |
| **Highway/Railroad Crossing** | Two US 101 and one railroad crossing to negotiate. |
| **Creek Crossings and Environmental Impacts** | Three creek crossings required. |
| **Community Impacts** | Slightly more community impacts from longer pipeline. Will require planning and notifications with community and Miramar resort. |
| **Permitting** | Several creek, highway, and railroad crossings will all add to permitting effort. |
| **Collection System Feasibility** | Miramar LS is underutilized with available flow capacity and building space for future upgrades. Increased flows could reduce $H_2S$ problems and reduce pump cycling occurring due to low flows. However, relationship with hotel could impact ease of ongoing operation and potential future upgrades. Hotel is currently planning an employee housing project, additional flows from project are estimated at 100 gpm. |

The total project and annual O&M costs for Alternative 2 are presented in Table 10.

Table 10 Alternative 2 Costs

| Const. Cost | Contingency | Engineering, Administration, and Legal | Total Project Cost | Total Project Cost ($M) | Annual O&M | Total Annual Cost |
|---|---|---|---|---|---|---|
| $11,172,500 | $2,292,000 | $4,374,000 | $15,546,500 | $15.6 | $144,600 | $937,600 |

## 3.9 Alternative 3 - Nearest Montecito Sanitary District Gravity Connection

The third alternative proposes pumping the SSD flows to the nearest connection manhole, which allows for gravity flow to the MSD WWTP. The alignment is identical to Alternative 2. However, instead of crossing the US 101 to the Miramar LS, the new pipe continues west on North Jameson Lane for an additional 2,275 feet before discharging flow to the connection manhole just west of San Ysidro Road. From the connection manhole, the SSD and MSD combined flows travel via existing gravity sanitary sewer pipes to the MSD WWTP. Figure 20 shows the proposed infrastructure for Alternative 3.

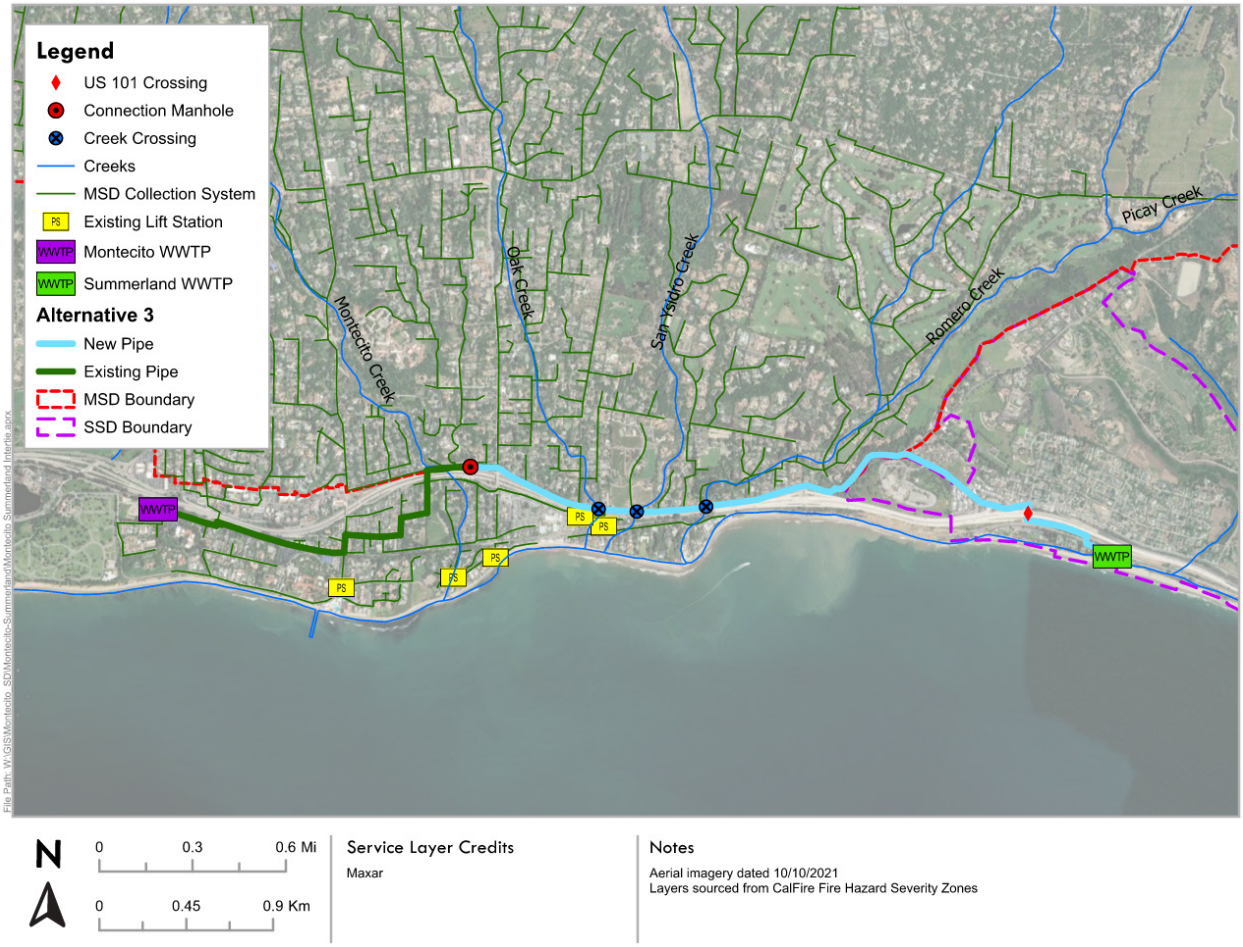



Figure 20 Alternative 3 Infrastructure

Similarly to Alternative 2, the pipeline crosses three creeks (see Figure 14) but does not need to cross US 101 or impact any LS in the system. This alignment also alleviates impacts to any LS in the MSD

collection system, not requiring any pump upgrades. A summary of the benefits and constraints for Alternative 3 is presented in Table 11.

Table 11 Alternative 3 Benefits and Constraints Summary

| Criteria | Impact |
|---|---|
| **Estimated Infrastructure Cost** | No LS impacts or costs are associated with this alternative. The total pipeline length is similar to Alternative 2 but requires one less US 101 trenchless crossing. |
| **Highway/Railroad Crossing** | One US 101 and one railroad crossing to negotiate. |
| **Creek Crossings and Environmental Impacts** | Three creek crossings required. |
| **Community Impacts** | Slightly more community impacts from longer pipeline. May require planning and notifications with community. |
| **Permitting** | Several creek, highway, and railroad crossings will all add to permitting effort. |
| **Collection System Feasibility** | The originally proposed connection manhole is approximately 2 feet below ground surface and could lead to surcharging problems. However, during a site visit another nearby manhole location was noted. No LS capacity constraints simplifies this alternative and reduces cost. |

Total project cost and annual O&M costs are presented in Table 12.

Table 12 Alternative 3 Costs

| Construction Cost | Contingency | Engineering, Administrative, and Legal | Total Project Cost | Total Project Cost ($M) | Annual O&M | Total Annual Cost |
|---|---|---|---|---|---|---|
| $11,305,000 | $2,319,000 | $4,425,900 | $15,730,900 | $15.8 | $126,500 | $929,500 |

## 3.10 Alternative 4 - Direct Montecito Sanitary District Wastewater Treatment Plant Connection

The final alternative considered proposes delivering the SSD flows directly to the MSD WWTP via a new force main and does not utilize any existing infrastructure in the MSD collection system. The alignment is identical to Alternative 3, except the pipeline alignment continues all the way to the MSD WWTP. The pipeline continues to the end of North Jameson Lane before briefly turning left on Olive Mill Road and then turning right onto Coast Village Road. The pipeline travels on Coast Village Road for approximately 2,400 feet before crossing the US 101 via the Butterfly Lane Underpass and then travels west to the MSD

WWTP. The total length of new pipeline infrastructure required for Alternative 4 is approximately 18,050 feet. Figure 21 shows the infrastructure for Alternative 4.

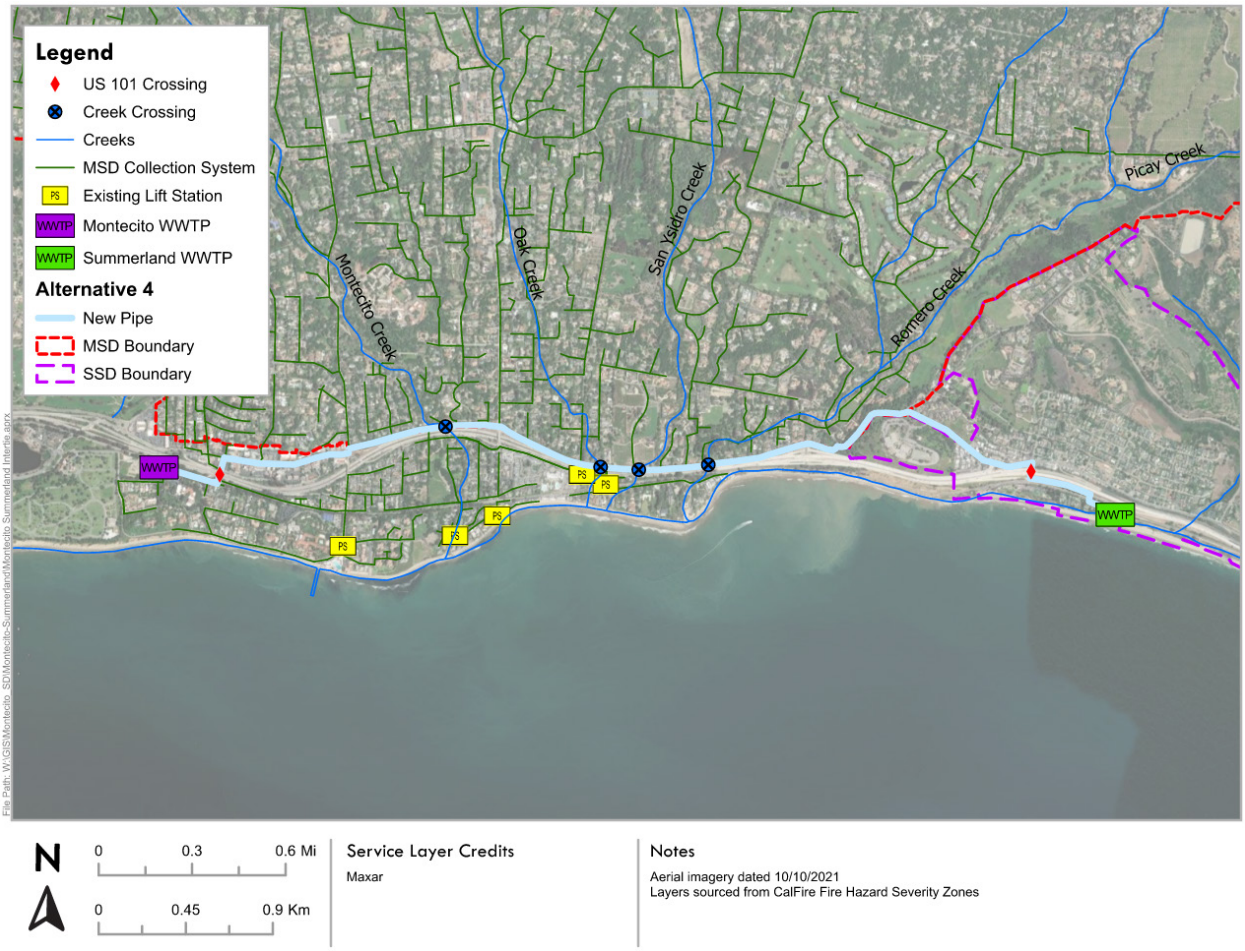



Figure 21 Alternative 4 Infrastructure

There is no impact to MSD's collection system in this alternative. The new force main bypasses the MSD collection system, therefore maintaining the collection system capacity and not impacting any LS. The alignment crosses four creeks in total; an existing bridge is located at each proposed crossing. The alignment also crosses the US 101 and UPRR tracks. The extensive new infrastructure for this alternative increases costs greatly. In addition, substantial amounts of roadwork for pipeline installation could have a potentially large impact on the surrounding community. A summary of the benefits and constraints of this alternative are presented in Table 13.

Table 13 Alternative 4 Benefits and Constraints Summary

| Criteria | Impact |
|---|---|
| **Estimated Infrastructure Cost** | No LS impacts or costs are associated with this alternative. The alternative requires the longest route to connect with MSD WWTP. |
| **Highway/Railroad Crossing** | Two US 101 and two railroad crossings to negotiate. |
| **Creek Crossings and Environmental Impacts** | Four creek crossings required. |

| Criteria | Impact |
|---|---|
| **Community Impacts** | Significant community impacts from longest pipeline. May require large planning and notification efforts with community. |
| **Permitting** | Several creek, highway, and railroad crossings will all add to permitting effort. |
| **Collection System Feasibility** | Alternative provides the greatest collection system benefit as it bypasses the collection system altogether. |

Table 14 shows the total project and annual O&M costs for Alternative 4.

Table 14 Alternative 4 Costs

| Construction Cost | Contingency | Engineering, Administrative, and Legal | Total Project Cost | Total Project Cost ($M) | Annual O&M | Total Annual Cost |
|---|---|---|---|---|---|---|
| $16,263,800 | $3,336,000 | $6,367,300 | $22,631,000 | $22.7 | $143,800 | $1,298,800 |

## 3.11 Alternatives Comparison and Recommendations

A summary of the cost estimates for each alternative is presented in Table 15. Based on the infrastructure analysis, Alternative 2 is the recommended project to intertie the SSD flows with the MSD collection system. By implementing Alternative 2, the Miramar LS would not exceed capacity and require no upgrades to existing infrastructure. While Alternative 2 does require more new piping infrastructure than Alternative 1, the length of pipe is slightly less than Alternative 3 and significantly less than Alternative 4. Because Alternative 2 does not require LS upgrades and is the second least quantity of new pipe, it is expected to be the lowest cost project.

Table 15 Alternatives Cost Comparison

| Alternative | Construction Cost ($M) | Engineering Cost ($M) | Other Owner Cost ($M) | Contingency ($M) | Total Project Cost ($M) | Annual O&M | Total Annual Cost |
|---|---|---|---|---|---|---|---|
| 1 | $15.5 | $2.3 | $3.7 | $3.2 | $21.6 | $333,800 | $1,433,800 |
| 2 | $11.2 | $1.7 | $2.7 | $2.3 | $15.6 | $144,600 | $937,600 |
| 3 | $11.3 | $1.7 | $2.7 | $2.3 | $15.8 | $126,500 | $929,500 |
| 4 | $16.3 | $2.4 | $3.9 | $3.3 | $22.7 | $143,800 | $1,298,800 |

Alternative 3 follows as the next recommended alternative if collaboration with the Rosewood Hotel becomes a constraint for Alternative 2. Although there is slightly more piping than Alternative 2, the cost is balanced due to only a single US 101 crossing.

Alternatives 1 and 4 are not recommended for this project. Alternative 1 requires extensive upgrades to the Posilipo LS to prevent surcharging in the MSD collection system. Alternative 4 does provide benefits, as there is no impact on the MSD collection system. However, the extensive piping would be too expensive, and the community impacts would be considerable.

# SECTION 4 MONTECITO SANITARY DISTRICT WASTEWATER TREATMENT PLANT ANALYSIS

## 4.1 Combined Flow Analysis to Montecito Sanitary District Wastewater Treatment Plant

As discussed in Section 2, the current ADWF is ~0.08 mgd at SSD and ~0.64 mgd at MSD, resulting in a projected combined ADWF of 0.72 mgd flowing into MSD WWTP, shown in Table 16. Maximum monthly and hourly flows are also noted in Table 16. The highest combined average hourly flow was calculated at 4.37 mgd for wet weather flow in February 2024, based on the sum of MSD and SSD peaks determined in Section 2. These results are shown in Table 16.

Table 16 Current MSD Flows, SSD Flows, and Combined MSD and SSD Flows

| Parameter | Unit | MSD | SSD | Combined |
|---|---|---|---|---|
| Average Annual Daily Dry Weather Flow | mgd | 0.634 | 0.084 | 0.72 |
| Average Annual Daily Flow | mgd | 0.646 | 0.092 | 0.74 |
| Maximum Average Monthly Dry Weather Flow | mgd | 0.97 | 0.14 | 1.11 |
| Maximum Average Monthly Flow | mgd | 1.15 | 0.18 | 1.33 |
| Maximum Hourly Dry Weather Flow | mgd | 1.39 | 0.24(1) | 1.63 |
| Maximum Hourly Wet Weather Flow | mgd | 3.77 | 0.6* | 4.37 |

Notes:
(1) Estimated value.

As part of TM 4 - Evaluation of MSD WWTP Performance and Capacity, January 2023, a future average flow projection of 0.7 mgd was assumed for the MSD WWTP. Additionally, after discussing current and future flows with SSD, it was determined that the current average of 0.084 mgd should serve as a reliable estimate for future projections. Therefore, a combined ADWF of 0.784 mgd was assumed for the impact analysis, as discussed below.

## 4.2 Combined Flow Impact on Montecito Sanitary District Wastewater Treatment Plant Existing Unit Processes

The MSD WWTP has a permitted capacity of 1.5 mgd (monthly ADWF) and the existing treatment processes include:

- Grinding and influent pump station (IPS).
- Biological treatment, consisting of aeration basins and secondary clarifiers.
- Chlorination and dechlorination.
- Solid processing, consisting of dissolved air flotation (DAF), aerobic digestion, and belt press for dewatering (and drying beds for backup to the mechanical process).

As part of TM 4 - Evaluation of MSD WWTP Performance and Capacity, January 2023, the above unit processes were assessed for their available capacity. Table 4.3 from TM 4, summarizing the results of analysis, is reproduced in Table 17 for reference.

Table 17 MSD Unit Process Capacity Ratings

| Process | Maximum Day Capacity (mgd) | Annual Average Flow Capacity (mgd) |
|---|---|---|
| IPS (mgd) | 4.6 | 0.8(1) |
| Muffin Monster Grinders | 3.5 | 0.6(1) |
| Secondary Processes(2) | 4 | 0.7 |
| Chlorine Disinfection(3) | 4.5 | 0.8 |
| DAF | - | 0.8 |
| Digesters(4) | - | 1.2 |
| Dewatering(5) | - | 2.1 |

Notes:
(1) Average annual flow capacity is 1.6 and 2.1 mgd for IPS and 1.2 and 1.6 mgd for Muffin Monster grinders at peak flow of 2.9 and 2.2, respectively.
(2) Secondary processes include aeration tanks and secondary clarifiers.
(3) Chlorination capacity based upon chlorine contact time (CT) minimum of 10 minutes. Disinfection to National Pollutant Discharge Elimination System standards is possible at lesser CTs, but demonstration testing is recommended for very short CTs.
(4) Digester capacity is based on providing sufficient storage for maintaining the dewatering equipment (two weeks). If time and temperature requirements must be met for land application, 40 to 60 days of storage will be required, which will reduce the rated average annual flow capacity.
(5) Based on operating 18 hours per week. If operating hours are increased or decreased, rated capacity will change.

As listed in the table, there are two unit processes with average capacities below the combined flow of MSD and SSD (0.784 mgd): the Muffin Monster grinders and the Secondary Process. The grinders could be replaced as part of a new headworks facility at the plant, which was previously recommended. In the case of the Secondary Process, based on the input received from MSD, it is anticipated that the exceedance flow (0.084 mgd above the assessed capacity of 0.7 mgd) could be accommodated by the MSD WWTP.

## 4.3 Equalization Basin Analysis

The purpose of the EQ basin was to capture the combined PWWF from MSD and SSD during short duration events (so as to not overwhelm the WWTP) and be used for secondary effluent storage and EQ for the dry weather periods (this latter use will be beneficial for maximizing water reuse). For calculating the EQ basin volume, based on the input received from MSD, it was assumed that any wet weather flows up to 3 mgd will be processed through the WWTP without EQ, while any flows above 3 mgd will be diverted to the EQ basin. Said another way, EQ would be used to maintain a maximum flow to the MSD WWTP during wet weather periods.

According to the historical flow data between January 1, 2022, and April 10, 2024, the largest rainfall occurred between February 18, 2024, and February 24, 2024, shown on Figure 22. As noted above, the volume of combined MSD and SSD flows exceeding 3 mgd was used to calculate the EQ basin volume and was determined to be 881,000 gallons.

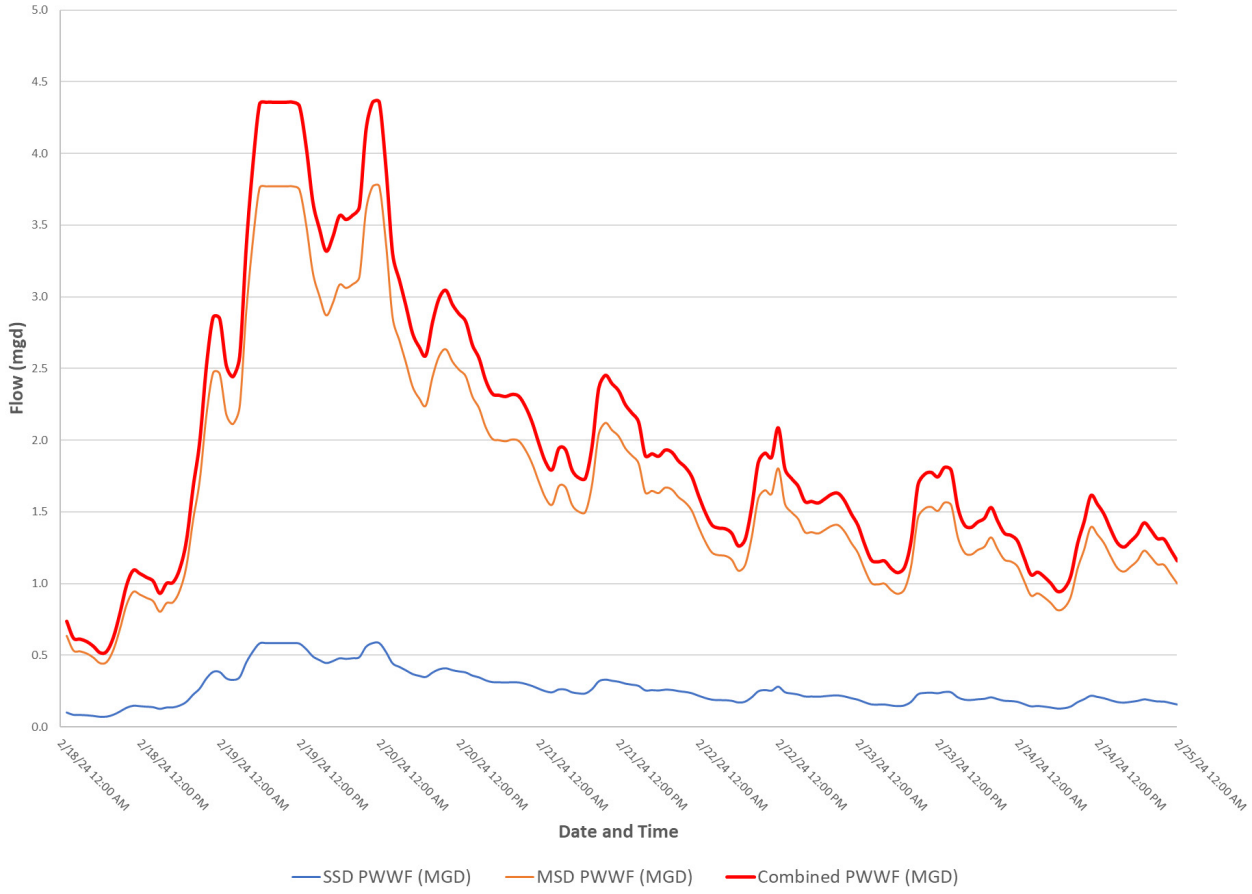



Figure 22 MSD Flows, SSD Flows (Estimated), and Combined MSD and SSD Flows During the Largest Rainfall Between February 18, 2024 and February 24, 2024

Considering the available footprint at MSD WWTP (see Section 4.5) and possible height restriction, the overall inside dimensions of EQ basin was calculated to be 140 feet in length by 70 feet wide by 15 feet high, including 3 feet of freeboard. The EQ basin was assumed to be above-ground and divided into two compartments for O&M flexibility. Figure 23 shows a schematic flow diagram for the flow EQ system.

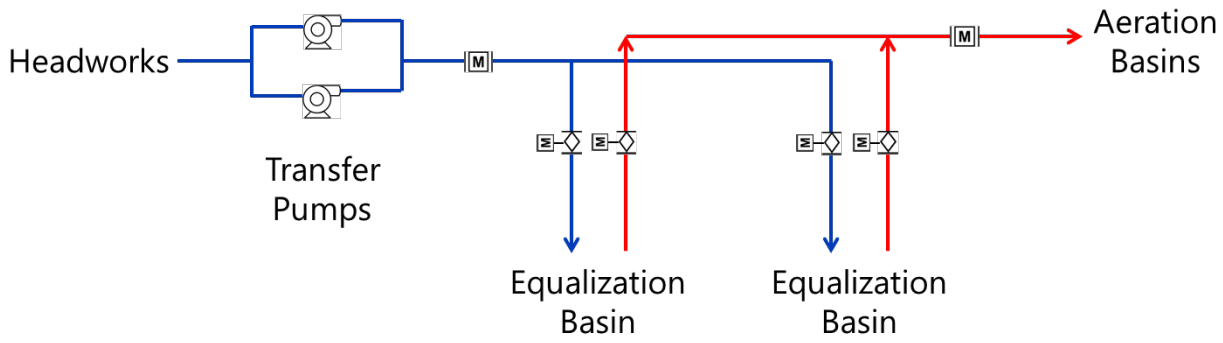



Figure 23 EQ Process Flow Schematic

## 4.4 Odor Control Analysis

For odor control analysis, it was assumed that the foul air from the coarse screens, grit chamber, and EQ basin will be captured and treated by the OCS. Using a six-air change per hour for ventilating the headspace of the above unit processes, the total airflow rate was approximated at 4,000 cubic feet per minute (cfm), including about 3,000 cfm airflow for the EQ basin. For treating foul air, a two-stage system biotrickling filter (BTF) followed by carbon scrubber, was considered. This system has proved to be effective in removing odor causing constituents from similar unit processes at other WWTPs. A schematic flow diagram and design criteria for OCS are shown on Figure 24 and Table 18, respectively.

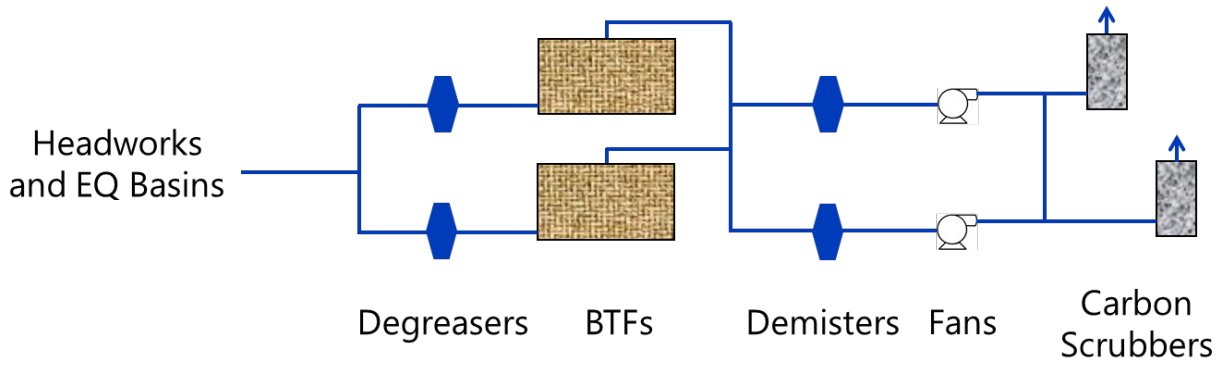



Figure 24 OCS Process Flow Schematic

It should be noted that instead of BTF and carbon scrubbers, MSD may consider a less expensive odor control technology or treatment train. This is especially pertinent if the EQ basins are solely used for wet weather EQ and considering that the existing WWTP currently does not capture and treat odor.

Table 18 Odor Control Design Criteria

| Description | Unit | Value | Remarks |
|---|---|---|---|
| Average/Peak Inlet $H_2S$ | ppmv | 35/100 | Assumed |
| Outlet $H_2S$ | ppmv | < 0.2 | |
| BTFs | | | |
| No. | - | 2+0 | Duty + Standby |
| Capacity, each | cfm | 2,000 | |
| Fans | | | |
| No. | - | 1+1 | Duty + Standby |
| Capacity, each | cfm | 4,000 | |
| Carbon Scrubbers | | | |
| No. | - | 1+1 | Duty + Standby |
| Capacity, each | cfm | 4,000 | |

Notes:
ppmv - parts per million by volume

## 4.5 Site Layout

Based on the criteria discussed above, a conceptual facility layout was developed as shown on Figure 25. The future facilities were all located on the empty lot on the west side to minimize the impact on existing facilities. The future AWPF is also shown in this figure to provide a complete picture of the facility layout.


Figure 25 Conceptual Site Layout

## 4.6 Cost Estimate

The estimated costs summarized in this section are based on an AACE International Class 5 cost estimate. Class 5 construction cost estimates are generally prepared based on limited information and subsequently have a relatively wide accuracy range. They are typically used along with other considerations for concept screening. Design definition and engineering associated with a Class 5 estimate is typically from 0 percent to 2 percent complete.

A Class 5 cost estimate represents an accuracy range from low of minus 50 percent to high of plus 100 percent. To account for this level of accuracy, the project estimate includes a 40 percent estimating contingency to account for uncertainties that could impact the project costs.

The Engineering News-Record cost indices predict construction cost escalation to historically run approximately 3 to 4 percent. However, due to the escalation conditions experienced in the construction industry over the last few years and higher than normal inflation in materials and labor expected in the foreseeable future, it is recommended that a 5 percent escalation rate be used for the project cost estimate. The escalation rate is calculated to the midpoint of construction (estimated as August 2027) and is applied to all estimated costs.

It is assumed that the project will be delivered through a design-build or a progressive design-build approach. These project delivery approaches appear to be the current trend in the industry.

Estimated project costs are summarized in Table 19.

Table 19 Cost Estimates for EQ Basins and OCS

| Category | Percent | Amount |
|---|---|---|
| **Construction Costs** | | |
| EQ Basins (Basins, Transfer Pumps, and Associated Components) | - | $10,593,000 |
| OCS (BTFs, Fans, Carbon Scrubbers, and Associated Components) | - | $5,507,000 |
| Site Work (Civil and Electrical Site Work) | - | $1,110,000 |
| *Subtotal (Construction Costs)* | | *$17,210,000* |
| **Engineering Costs** | | |
| Design Services | 10 | $1,721,000 |
| Engineering Services During Construction | 5 | $861,000 |
| *Subtotal (Engineering Costs)* | | *$2,582,000* |
| *Subtotal (Engineering and Construction Costs)* | | *$19,792,000* |
| **Other Owner Costs** | | |
| Owner's Administration and Legal | 5 | $990,000 |
| Owner's Advisor and Construction Manager Costs | 6 | $1,188,000 |
| Owner's Allowance | 10 | $1,979,000 |
| *Subtotal (Other Owner Costs)* | | *$4,156,000* |
| **Total Project Costs** | | **$23,948,000** |

## 4.7 Future Considerations

While the analysis for the EQ basin is based on the best available information, additional data may become available in the future:

- MSD notes plans to address inflow and infiltration, which will help reduce wet weather flows.
- SSD has recently corrected issues with the influent and effluent flowmeters.
- MSD is in the process of designing WWTP upgrades, and there may be opportunities to utilize existing basin infrastructure as an EQ basin.

Pending the implementation of the processes noted above and the timeline for SSD's integration into MSD, should the integration move forward, it is recommended to refine the EQ analysis using new data from MSD and SSD. A new flow analysis would be performed to assist in determining the appropriate size of the EQ basin. The potential repurposing of MSD's existing basin infrastructure for EQ would also be considered.

# SECTION 5 ADVANCED WATER PURIFICATION FACILITY ANALYSIS

## 5.1 Advanced Water Purification Facility Footprint Impact

In TM 8 - Recycled Water Treatment Options at MSD, January 2023, AWPF footprint at MSD WWTP was established at 15,000 square feet for an inflow of 0.7 mgd. By increasing the footprint proportionally to the combined SSD/MSD inflow of 0.784 mgd, an estimated footprint of 16,800 square feet is required.

The conceptual site layout showing the AWPF, 155 feet by 108 feet in dimensions, was presented on Figure 25. The AWPF is located on the empty lot west of the MSD WWTP, north of the new EQ basin and its associated OCS.

## 5.2 Advanced Water Purification Facility Cost Impact

As part of TM 8, several treatment trains and the corresponding cost estimates were developed to reflect the options for non-potable reuse, IPR, or direct potable reuse. Executive Summary - Enhanced Recycled Water Feasibility Analysis, January 2023, ranked the potential projects, and Project 2 (IPR in Carpinteria via groundwater storage) received the highest score from the scoring process. Two options under Project 2 are relevant for the purpose of this report as they considered AWPF at MSD WWTP:

- Option 2A (Membrane bioreactor + AWPF).
- Option 2B (Conventional advanced sludge + DAF + AWPF).

Option 2A was not given consideration for this report per discussion with MSD staff. Therefore, Option 2B was selected for cost impact analysis.

In TM 8, the Total Reuse Treatment Cost was estimated at $16,890,000, and the Total Annual O&M Cost at $2,002,000, based on a 2022 assessment for an AWPF flow of 0.7 mgd, without accounting for cost escalation.

For the Total Reuse Treatment Cost, the previous figure was proportionally increased to account for the new inflow of 0.784 mgd and an escalation factor of 5 percent was applied to the midpoint of construction (August 2027). This resulted in an updated cost value of $24,439,000.

For the Total O&M Cost, the previous figure was proportionally increased to account for the new inflow of 0.784 mgd and an escalation factor of 5 percent was applied to the current date (September 2024). This resulted in an updated cost value of $2,512,00.

APPENDIX A

# COST ESTIMATE

## Preliminary Design Opinion of Probable Cost Computation

| | | | | |
|---|---|---|---|---|
| ***Project:*** | SSD MSD Collection System and Flow Equalization Analysis for MSD Reuse | | | |
| ***Alternative:*** | Alternative 1 | | ***By:*** | ***MG*** |
| ***Task:*** | Task 2.2 & 2.3 / AACE Class V Cost Estimate | | ***Reviewed by:*** | ***RM, JO*** |
| | | | ***Date:*** | ***10/17/2024*** |

| DESCRIPTION | QUANTITY | UNITS | UNIT COST | TOTAL COST |
|---|---|---|---|---|
| **CONSTRUCTION COSTS** | | | | |
| ***General Construction*** | | | | |
| Sheeting and shoring protection | 6,300 | LF | $5 | $31,500 |
| Private property, driveway, sidewalk, landscape repair allowance | 63 | 100 LF | $125 | $7,875 |
| Traffic control for piping project | 6,300 | LF | $25 | $157,500 |
| ***Piping and Appurtenances*** | | | | |
| Piping, 6", PVC | 6,300 | LF | $265 | $1,669,500 |
| Cleanouts, flushing stations | 3 | EA | $16,500 | $49,500 |
| Blow off valve, 3" | 1 | EA | $8,900 | $8,900 |
| Air release and vacuum valve, 2" inlet | 1 | EA | $9,800 | $9,800 |
| PRV Station | 1 | EA | $75,000 | $75,000 |
| New manhole or manhole connection work | 1 | LS | $15,000 | $15,000 |
| ***Pump Station*** | | | | |
| Pumps (40HP) | 2 | EA | $88,700 | $177,400 |
| Discharge head, piping, valves, and mechanical | 1 | LS | $90,000 | $90,000 |
| PS site work | 1 | LS | $117,400 | $117,400 |
| Effluent wet well structure improvements | 1 | LS | $90,000 | $90,000 |
| Electrical and Controls | 1 | LS | $415,100 | $415,100 |
| Odor Control - FRP, Ductings, and Fittings | 1 | LS | $61,300 | $61,300 |
| Odor Control - Treatment Equipment | 1 | LS | $140,300 | $140,300 |
| ***Posilipo Lift Station Upgrades*** | | | | |
| Lift station upgrades ('08 upgrades escalated) | 1 | LS | $4,442,000 | $4,442,000 |
| ***Crossings*** | | | | |
| 6" conductor (16" Casing) trenchless | 100 | LF | $1,500 | $150,000 |
| Trenchless entrance shaft | 1 | EA | $140,000 | $140,000 |
| Trenchless exit shaft | 1 | EA | $75,000 | $75,000 |
| Creek crossings | 0 | EA | $132,000 | $0 |
| Creek protections, environmental and permitting | 0 | EA | $10,000 | $0 |
| ***Environmental and Other*** | | | | |
| Environmental protection, permit compliance, and BMPs | 1 | LS | $20,000 | $20,000 |
| **Construction Costs Subtotal** | | | | **$7,944,000** |
| Contingency for unknown conditions | 40% | PERCENT | | $3,178,000 |
| Escalation (to mid-point of construction = August 2027) | 16% | PERCENT | | $1,272,000 |
| **Escalated Construction Subtotal** | | | | $12,394,000 |
| **Contractor Overhead Costs** | | | | |
| General Conditions | 10.00% | PERCENT | | $1,239,400 |
| Contractor Overhead & Profit, Bonds, and Insurance | 15.00% | PERCENT | | $1,859,100 |
| **Contractor Overhead Subtotal** | | | | $3,098,500 |
| **Total Construction Costs** | | | | $15,492,500 |
| **Engineering Costs** | | | | |
| Design Services | 10% | PERCENT | | **$1,549,250** |
| ESDC Services | 5% | PERCENT | | **$774,625** |
| **Subtotal Engineering Costs** | | | | **$2,323,875** |
| **Other Owner Costs** | | | | |
| Owner's Administration and Legal | 5% | PERCENT | | **$890,819** |
| Owner's Advisor Costs | 6% | PERCENT | | **$1,068,983** |
| Owner's Allowance | 10% | PERCENT | | **$1,781,638** |
| **Subtotal Other Owner Costs** | | | | **$3,741,439** |
| **Total Project Cost** | | | | **$21,557,814** |
| Annualized Project Cost | | | | $1,100,000 |
| Annualized O&M Cost (see below) | | | | $333,800 |
| **Total Annual Cost** | | | | **$1,433,800** |
| **ANNUAL OPERATIONS & MAINTENANCE COSTS** | | | | |
| Pump Station Energy Costs | $0.18 | $/kW-HR | 220,466 | $39,684 |
| Pump Station Annual Maintenance | 5% | PERCENT | $5,533,500 | $276,675 |
| Pipeline Annual Maintenance | 1% | PERCENT | $1,737,700 | $17,377 |
| **Total Annual O&M Cost** | | | | **$333,800** |

## Preliminary Design Opinion of Probable Cost Computation

| | | | |
|---|---|---|---|
| ***Project:*** | SSD MSD Collection System and Flow Equalization Analysis for MSD Reuse | | |
| ***Alternative:*** | Alternative 2 | ***By:*** | ***MG*** |
| ***Task:*** | Task 2.2 & 2.3 / AACE Class V Cost Estimate | ***Reviewed by:*** | ***RM, JO*** |
| | | ***Date:*** | ***10/17/2024*** |

| DESCRIPTION | QUANTITY | UNITS | UNIT COST | TOTAL COST |
|---|---|---|---|---|
| **CONSTRUCTION COSTS** | | | | |
| ***General Construction*** | | | | |
| Sheeting and shoring protection | 10,500 | LF | $5 | $52,500 |
| Private property, driveway, sidewalk, landscape repair allowance | 105 | 100 LF | $125 | $13,125 |
| Traffic control for piping project | 10,500 | LF | $25 | $262,500 |
| ***Piping and Appurtenances*** | | | | |
| Piping, 6", PVC | 10,500 | LF | $265 | $2,782,500 |
| Cleanouts, flushing stations | 5 | EA | $16,500 | $82,500 |
| Blow off valve, 3" | 2 | EA | $8,900 | $17,800 |
| Air release and vacuum valve, 2" inlet | 1 | EA | $9,800 | $9,800 |
| New manhole or manhole connection work | 1 | LS | $15,000 | $15,000 |
| ***Pump Station*** | | | | |
| Pumps (40HP) | 2 | EA | $88,700 | $177,400 |
| Discharge head, piping, valves, and mechanical | 1 | LS | $90,000 | $90,000 |
| PS site work | 1 | LS | $117,400 | $117,400 |
| Effluent wet well structure improvements | 1 | LS | $90,000 | $90,000 |
| Electrical and Controls | 1 | LS | $415,100 | $415,100 |
| PRV Station | 1 | EA | $75,000 | $75,000 |
| Odor Control - FRP, Ductings, and Fittings | 1 | LS | $61,300 | $61,300 |
| Odor Control - Treatment Equipment | 1 | LS | $140,300 | $140,300 |
| ***Miramar Lift Station Upgrades*** | | | | |
| Minor lift station upgrades | 1 | LS | $30,000 | $30,000 |
| Minor site work | 1 | LS | $15,000 | $15,000 |
| ***Crossings*** | | | | |
| 6" conductor (16" Casing) trenchless | 270 | LF | $1,500 | $405,000 |
| Trenchless entrance shaft | 2 | EA | $140,000 | $280,000 |
| Trenchless exit shaft | 2 | EA | $75,000 | $150,000 |
| Creek crossings | 3 | EA | $132,000 | $396,000 |
| Creek protections, environmental and permitting | 3 | EA | $10,000 | $30,000 |
| ***Environmental and Other*** | | | | |
| Environmental protection, permit compliance, and BMPs | 1 | LS | $20,000 | $20,000 |
| **Construction Costs Subtotal** | | | | **$5,729,000** |
| Contingency for unknown conditions | 40% | PERCENT | | $2,292,000 |
| Escalation (to mid-point of construction = August 2027) | 16% | PERCENT | | $917,000 |
| **Escalated Construction Subtotal** | | | | **$8,938,000** |
| **Contractor Overhead Costs** | | | | |
| General Conditions | 10.00% | PERCENT | | **$893,800** |
| Contractor Overhead & Profit, Bonds, and Insurance | 15.00% | PERCENT | | **$1,340,700** |
| **Contractor Overhead Subtotal** | | | | **$2,234,500** |
| **Total Construction Costs** | | | | **$11,172,500** |
| **Engineering Costs** | | | | |
| Design Services | 10% | PERCENT | | **$1,117,250** |
| ESDC Services | 5% | PERCENT | | **$558,625** |
| **Subtotal Engineering Costs** | | | | **$1,675,875** |
| **Other Owner Costs** | | | | |
| Owner's Administration and Legal | 5% | PERCENT | | **$642,419** |
| Owner's Advisor Costs | 6% | PERCENT | | **$770,903** |
| Owner's Allowance | 10% | PERCENT | | **$1,284,838** |
| **Subtotal Other Owner Costs** | | | | **$2,698,159** |
| **Total Project Cost** | | | | **$15,546,534** |
| Annualized Project Cost | | | | $793,000 |
| Annualized O&M Cost (see below) | | | | $144,600 |
| **Total Annual Cost** | | | | **$937,600** |
| **ANNUAL OPERATIONS & MAINTENANCE COSTS** | | | | |
| Pump Station Energy Costs | $0.18 | $/kW-HR | 318,451 | $57,321 |
| Pump Station Annual Maintenance | 5% | PERCENT | $1,166,500 | $58,325 |
| Pipeline Annual Maintenance | 1% | PERCENT | $2,892,600 | $28,926 |
| **Total Annual O&M Cost** | | | | **$144,600** |

## Preliminary Design Opinion of Probable Cost Computation

| | | | |
|---|---|---|---|
| ***Project:*** | SSD MSD Collection System and Flow Equalization Analysis for MSD Reuse | | |
| ***Alternative:*** | Alternative 3 | ***By:*** | ***MG*** |
| ***Task:*** | Task 2.2 & 2.3 / AACE Class V Cost Estimate | ***Reviewed by:*** | ***RM, JO*** |
| | | ***Date:*** | ***10/17/2024*** |

| DESCRIPTION | QUANTITY | UNITS | UNIT COST | TOTAL COST |
|---|---|---|---|---|
| **CONSTRUCTION COSTS** | | | | |
| ***General Construction*** | | | | |
| Sheeting and shoring protection | 11,900 | LF | $5 | $59,500 |
| Private property, driveway, sidewalk, landscape repair allowance | 119 | 100 LF | $125 | $14,875 |
| Traffic control for piping project | 11,900 | LF | $25 | $297,500 |
| ***Piping and Appurtenances*** | | | | |
| Piping, 6", PVC | 11,900 | LF | $265 | $3,153,500 |
| Cleanouts, flushing stations | 6 | EA | $16,500 | $99,000 |
| Blow off valve, 3" | 2 | EA | $8,900 | $17,800 |
| Air release and vacuum valve, 2" inlet | 2 | EA | $9,800 | $19,600 |
| New manhole or manhole connection work | 1 | LS | $15,000 | $15,000 |
| ***Pump Station*** | | | | |
| Pumps (40HP) | 2 | EA | $88,700 | $177,400 |
| Discharge head, piping, valves, and mechanical | 1 | LS | $90,000 | $90,000 |
| PS site work | 1 | LS | $117,400 | $117,400 |
| Effluent wet well structure improvements | 1 | LS | $90,000 | $90,000 |
| Electrical and Controls | 1 | LS | $415,100 | $415,100 |
| PRV Station | 1 | EA | $75,000 | $75,000 |
| Odor Control - FRP, Ductings, and Fittings | 1 | LS | $61,300 | $61,300 |
| Odor Control - Treatment Equipment | 1 | LS | $140,300 | $140,300 |
| ***Crossings*** | | | | |
| 6" conductor (16" Casing) trenchless | 100 | LF | $1,500 | $150,000 |
| Trenchless entrance shaft | 1 | EA | $140,000 | $140,000 |
| Trenchless exit shaft | 1 | EA | $75,000 | $75,000 |
| Creek crossings | 4 | EA | $132,000 | $528,000 |
| Creek protections, environmental and permitting | 4 | EA | $10,000 | $40,000 |
| ***Environmental and Other*** | | | | |
| Environmental protection, permit compliance, and BMPs | 1 | LS | $20,000 | $20,000 |
| **Construction Costs Subtotal** | | | | **$5,797,000** |
| Contingency for unknown conditions | 40% | PERCENT | | $2,319,000 |
| Escalation (to mid-point of construction = August 2027) | 16% | PERCENT | | $928,000 |
| **Escalated Construction Subtotal** | | | | $9,044,000 |
| **Contractor Overhead Costs** | | | | |
| General Conditions | 10.00% | PERCENT | | $904,400 |
| Contractor Overhead & Profit, Bonds, and Insurance | 15.00% | PERCENT | | $1,356,600 |
| **Contractor Overhead Subtotal** | | | | $2,261,000 |
| **Total Construction Costs** | | | | $11,305,000 |
| **Engineering Costs** | | | | |
| Design Services | 10% | PERCENT | | **$1,130,500** |
| ESDC Services | 5% | PERCENT | | **$565,250** |
| **Subtotal Engineering Costs** | | | | **$1,695,750** |
| **Other Owner Costs** | | | | |
| Owner's Administration and Legal | 5% | PERCENT | | **$650,038** |
| Owner's Advisor Costs | 6% | PERCENT | | **$780,045** |
| Owner's Allowance | 10% | PERCENT | | **$1,300,075** |
| **Subtotal Other Owner Costs** | | | | **$2,730,158** |
| **Total Project Cost** | | | | **$15,730,908** |
| Annualized Project Cost | | | | $803,000 |
| Annualized O&M Cost (see below) | | | | $126,500 |
| **Total Annual Cost** | | | | **$929,500** |
| **ANNUAL OPERATIONS & MAINTENANCE COSTS** | | | | |
| Pump Station Energy Costs | $0.18 | $/kW-HR | 195,970 | $35,275 |
| Pump Station Annual Maintenance | 5% | PERCENT | $1,166,500 | $58,325 |
| Pipeline Annual Maintenance | 1% | PERCENT | $3,289,900 | $32,899 |
| **Total Annual O&M Cost** | | | | **$126,500** |

## Preliminary Design Opinion of Probable Cost Computation

| | | | | |
|---|---|---|---|---|
| ***Project:*** | SSD MSD Collection System and Flow Equalization Analysis for MSD Reuse | | | |
| ***Alternative:*** | Alternative 4 | | ***By:*** | ***MG*** |
| ***Task:*** | Task 2.2 & 2.3 / AACE Class V Cost Estimate | | ***Reviewed by:*** | ***RM, JO*** |
| | | | ***Date:*** | ***10/17/2024*** |

| DESCRIPTION | QUANTITY | UNITS | UNIT COST | TOTAL COST |
|---|---|---|---|---|
| **CONSTRUCTION COSTS** | | | | |
| ***General Construction*** | | | | |
| Sheeting and shoring protection | 18,100 | LF | $5 | $90,500 |
| Private property, driveway, sidewalk, landscape repair allowance | 181 | 100 LF | $125 | $22,625 |
| Traffic control for piping project | 18,100 | LF | $25 | $452,500 |
| ***Piping and Appurtenances*** | | | | |
| Piping, 6", PVC | 18,100 | LF | $265 | $4,796,500 |
| Cleanouts, flushing stations | 9 | EA | $16,500 | $148,500 |
| Blow off valve, 3" | 4 | EA | $8,900 | $35,600 |
| Air release and vacuum valve, 2" inlet | 4 | EA | $9,800 | $39,200 |
| ***Pump Station*** | | | | |
| Pumps (40HP) | 2 | EA | $88,700 | $177,400 |
| Discharge head, piping, valves, and mechanical | 1 | LS | $90,000 | $90,000 |
| PS site work | 1 | LS | $117,400 | $117,400 |
| Effluent wet well structure improvements | 1 | LS | $90,000 | $90,000 |
| Electrical and Controls | 1 | LS | $415,100 | $415,100 |
| PRV Station | 1 | EA | $75,000 | $75,000 |
| Odor Control - FRP, Ductings, and Fittings | 1 | LS | $61,300 | $61,300 |
| Odor Control - Treatment Equipment | 1 | LS | $140,300 | $140,300 |
| ***Crossings*** | | | | |
| 6" conductor (16" Casing) trenchless | 380 | LF | $1,500 | $570,000 |
| Trenchless entrance shaft | 2 | EA | $140,000 | $280,000 |
| Trenchless exit shaft | 2 | EA | $75,000 | $150,000 |
| Creek crossings | 4 | EA | $132,000 | $528,000 |
| Creek protections, environmental and permitting | 4 | EA | $10,000 | $40,000 |
| ***Environmental and Other*** | | | | |
| Environmental protection, permit compliance, and BMPs | 1 | LS | $20,000 | $20,000 |
| **Construction Costs Subtotal** | | | | **$8,340,000** |
| Contingency for unknown conditions | 40% | PERCENT | | $3,336,000 |
| Escalation (to mid-point of construction = August 2027) | 16% | PERCENT | | $1,335,000 |
| **Escalated Construction Subtotal** | | | | $13,011,000 |
| **Contractor Overhead Costs** | | | | |
| General Conditions | 10.00% | PERCENT | | $1,301,100 |
| Contractor Overhead & Profit, Bonds, and Insurance | 15.00% | PERCENT | | $1,951,650 |
| **Contractor Overhead Subtotal** | | | | $3,252,750 |
| **Total Construction Costs** | | | | $16,263,750 |
| **Engineering Costs** | | | | |
| Design Services | 10% | PERCENT | | **$1,626,375** |
| ESDC Services | 5% | PERCENT | | **$813,188** |
| **Subtotal Engineering Costs** | | | | **$2,439,563** |
| **Other Owner Costs** | | | | |
| Owner's Administration and Legal | 5% | PERCENT | | **$935,166** |
| Owner's Advisor Costs | 6% | PERCENT | | **$1,122,199** |
| Owner's Allowance | 10% | PERCENT | | **$1,870,331** |
| **Subtotal Other Owner Costs** | | | | **$3,927,696** |
| **Total Project Cost** | | | | **$22,631,008** |
| Annualized Project Cost | | | | $1,155,000 |
| Annualized O&M Cost (see below) | | | | $143,800 |
| **Total Annual Cost** | | | | **$1,298,800** |
| **ANNUAL OPERATIONS & MAINTENANCE COSTS** | | | | |
| Pump Station Energy Costs | $0.18 | $/kW-HR | 195,970 | $35,275 |
| Pump Station Annual Maintenance | 5% | PERCENT | $1,166,500 | $58,325 |
| Pipeline Annual Maintenance | 1% | PERCENT | $5,019,800 | $50,198 |
| **Total Annual O&M Cost** | | | | **$143,800** |

**PROJECT :** SSD MSD Collection System and Flow Equalization Analysis for MWD Reuse 3.0 MGD Baseline Flow
**DATE:** Aug-24
**JOB # :** 202944
**BY :** Ali Ahmadi
**ELEMENT :** Equalization Basin

| DIVISION | DESCRIPTION | QTY. | UNIT | UNIT PRICE | INSTALL | TOTAL |
|---|---|---|---|---|---|---|
| 2 | Excavation (including over-excavation) | 1283 | CY | $55 | 1.00 | $70,547 |
| 2 | Compacted fill | 855 | CY | $100 | 1.00 | $85,511 |
| 3 | Structurally Reinforced Concrete (slab-on-grade) | 855 | CY | $1,200 | 1.00 | $1,026,133 |
| 3 | Structurally Reinforced Concrete | 1,338 | CY | $1,750 | 1.00 | $2,341,889 |
| 3 | Grout | 219 | CY | $160 | 1.00 | $35,093 |
| 5 | Metals (stairs) | 2 | EA | $20,000 | 1.00 | $40,000 |
| 5 | Handrails | 1 | EA | $20,000 | 1.00 | $20,000 |
| 5 | Hatches | 4 | EA | $10,000 | 1.00 | $40,000 |
| 9 | Concrete coating | 18,440 | SF | $25 | 1.00 | $461,000 |
| 11 | Trasnfer pumps | 2 | EA | $20,000 | 1.10 | $44,000 |
| 15 | Piping (2-inch average) | 100 | LF | $450 | 1.20 | $54,000 |
| 15 | Valves (2-inch average) | 10 | EA | $1,100 | 1.20 | $13,200 |
| 15 | Valves (6-inch or larger) | 10 | EA | $5,000 | 1.20 | $60,000 |
| 15 | Washdown assembly | 2 | EA | $100,000 | 1.10 | $220,000 |
| 16 | Transfer pumps VFD | 2 | EA | $5,000 | 1.10 | $11,000 |
| 17 | Flowmeters | 2 | EA | $5,000 | 1.20 | $12,000 |
| | **BASE DIRECT COST** | | | | | **$4,534,373** |
| | Mechanical allowance (percent of Base Direct Cost) | 10 | % | | | $453,437 |
| | E&IC allowance (percent of Base Direct Cost) | 10 | % | | | $453,437 |
| | **SUBTOTAL DIRECT COST** | | | | | **$5,441,248** |
| | Estimating contingency | 40 | % | | | $2,176,000 |
| | Escalation (to mid-point of construction = August 2027) | 16 | % | | | $857,680 |
| | **SUBTOTAL** | | | | | **$8,474,928** |
| | **CONSTRUCTION ALLOWANCES** | | | | | |
| | General Conditions | 10 | % | | | $847,000 |
| | Contractor overhead & profit, bonds, and insurance | 15 | % | | | $1,271,000 |
| | **TOTAL CONSTRUCTION COST** | | | | | **$10,592,928** |

| | | | |
|---|---|---|---|
| **PROJECT :** | SSD MSD Collection System and Flow Equalization Analysis for MWD 3.0 MGD Baseline Flow | **DATE:** | Aug-24 |
| **JOB # :** | 202944 | **BY :** | Ali Ahmadi |
| **ELEMENT :** | Odor Control | | |

| DIVISION | DESCRIPTION | QTY. | UNIT | UNIT PRICE | INSTALL | TOTAL |
|---|---|---|---|---|---|---|
| 2 | Excavation (including over-excavation) | 233 | CY | $55 | 1.00 | $12,833 |
| 2 | Compacted fill | 156 | CY | $100 | 1.00 | $15,556 |
| 3 | Structurally Reinforced Concrete (slab-on-grade) | 156 | CY | $1,200 | 1.00 | $186,667 |
| 13/15 | Odor Control Equipment | 1 | EA | $1,616,250 | 1.10 | $1,777,875 |
| 15 | Piping (2-inch average) | 50 | LF | $450 | 1.20 | $27,000 |
| 15 | Valves (2-inch average) | 10 | EA | $1,100 | 1.20 | $13,200 |
| 15 | Ductwork | 600 | LF | $450 | 1.20 | $324,000 |
| | **BASE DIRECT COST** | | | | | **$2,357,131** |
| | Mechanical allowance (percent of Base Direct Cost) | 10 | % | | | $235,713 |
| | E&IC allowance (percent of Base Direct Cost) | 10 | % | | | $235,713 |
| | **SUBTOTAL DIRECT COST** | | | | | **$2,828,557** |
| | Estimating contingency | 40 | % | | | $1,131,000 |
| | Escalation (to mid-point of construction = August 2027) | 16 | % | | | $445,850 |
| | **SUBTOTAL** | | | | | **$4,405,407** |
| | **CONSTRUCTION ALLOWANCES** | | | | | |
| | General Conditions | 10 | % | | | $441,000 |
| | Contractor overhead & profit, bonds, and insurance | 15 | % | | | $661,000 |
| | **TOTAL CONSTRUCTION COST** | | | | | **$5,507,407** |

**PROJECT :** SSD MSD Collection System and Flow Equalization Analysis for MWD 3.0 MGD Baseline Flow
**DATE:** Aug-24
**JOB # :** 202944
**BY :** Ali Ahmadi
**ELEMENT :** Site Work

| DIVISION | DESCRIPTION | QTY. | UNIT | UNIT PRICE | INSTALL | TOTAL |
|---|---|---|---|---|---|---|
| 2 | Earthwork (final grading, paving, and landscaping) | 1 | LS | $100,000 | 1.00 | $100,000 |
| 2 | Site Clearing / Demo | 1 | LS | $50,000 | 1.00 | $50,000 |
| 2/15 | Yard Piping (12-inch and smaller) | 500 | LF | $450 | 1.00 | $225,000 |
| 2/16 | Site electrical (ductbanks and lighting) | 1 | LS | $100,000 | 1.00 | $100,000 |
| | **BASE DIRECT COST** | | | | | **$475,000** |
| | Mechanical allowance (percent of Base Direct Cost) | 10 | % | | | $47,500 |
| | E&IC allowance (percent of Base Direct Cost) | 10 | % | | | $47,500 |
| | **SUBTOTAL DIRECT COST** | | | | | **$570,000** |
| | Estimating contingency | 40 | % | | | $228,000 |
| | Escalation (to mid-point of construction = August 2027) | 16 | % | | | $89,850 |
| | **SUBTOTAL** | | | | | **$887,850** |
| | **CONSTRUCTION ALLOWANCES** | | | | | |
| | General Conditions | 10 | % | | | $89,000 |
| | Contractor overhead & profit, bonds, and insurance | 15 | % | | | $133,000 |
| | **TOTAL CONSTRUCTION COST** | | | | | **$1,109,850** |

# SSD MSD COLLECTION SYSTEM AND FLOW EQUALIZATION ANALYSIS FOR MSD REUSE

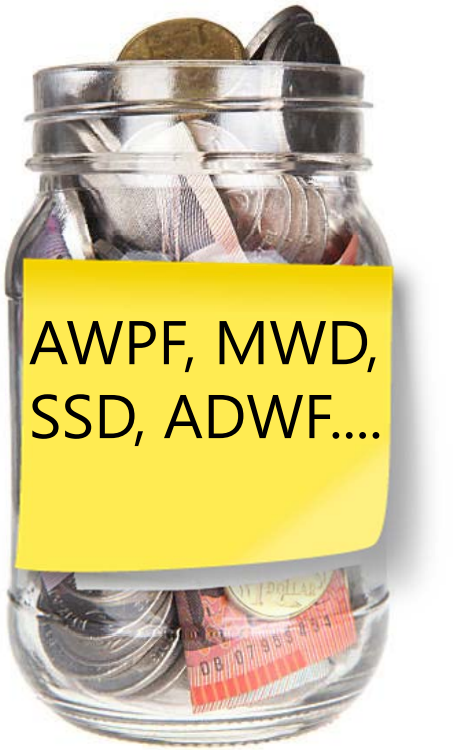
## MSD Board Meeting

January 27, 2025

# Agenda

- Project Background and Goals
- Flow Analysis
- Collection System Analysis
- Site Layout
- Cost Estimate
- Future Considerations
- AWPF Footprint and Cost Impacts
- Cost Summary
- Q&A

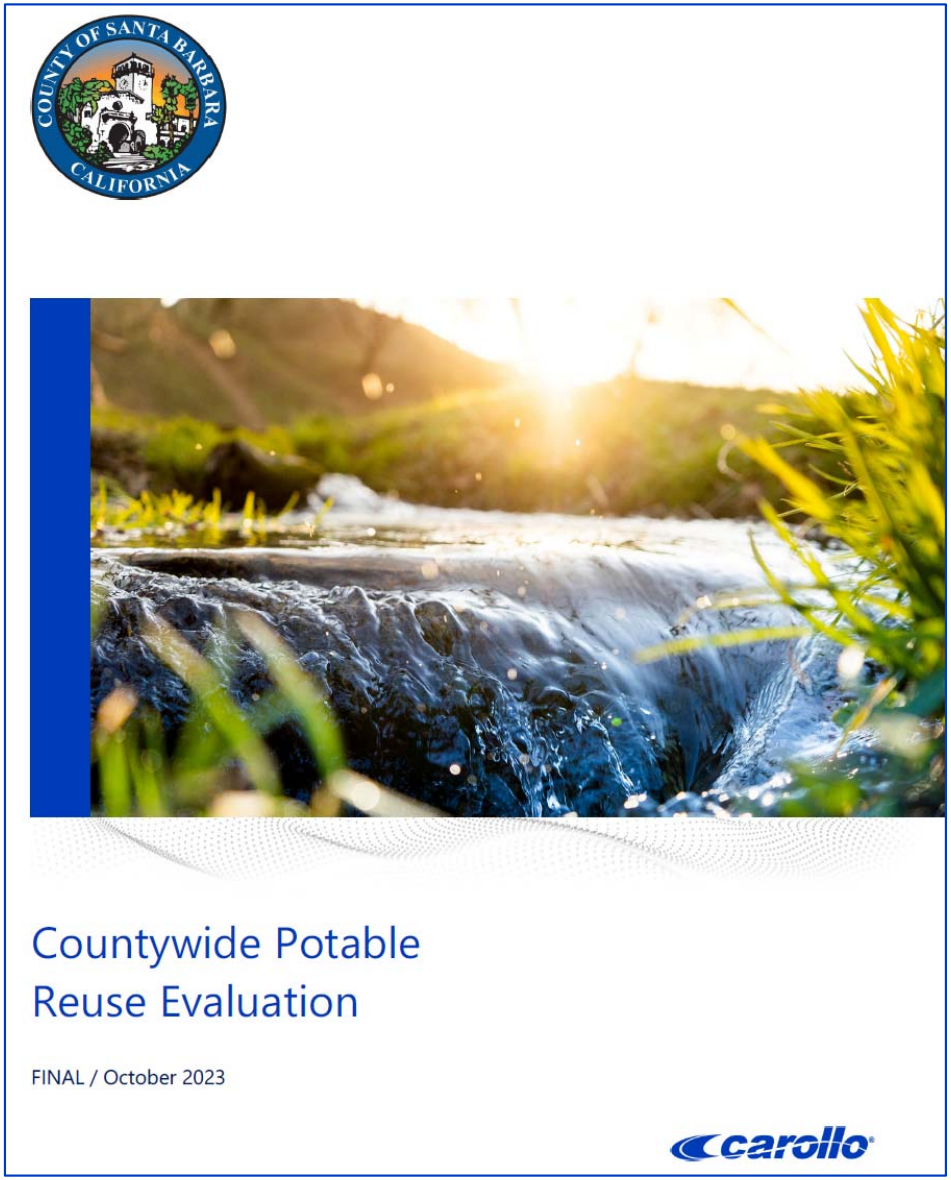
# Apologies in Advance for Acronyms!



# 01 Project Background and Goals

# Previous County Study

- Evaluated four potable reuse projects within County
  - Considered IPR and DPR
- Provided implementation plans for both IPR and DPR
- SSD Related Efforts:
  - Evaluated diversion of all SSD wastewater into CSD System.
  - CVWD IPR program results in more feed flow and thus more purified water.
  - Connection very costly. EQ still needed at SSD prior to incorporation within CSD.



# Previous County Study

- CSD required all flow to be equalized ahead of transfer.
- EQ, preliminary treatment, and odor control would be required at SSD.
- With above items completed, no impact to CSD WWTP operations.
- Costs do not include benefit of recovered land at SSD nor do they include the cost of "buying into" the CSD system.

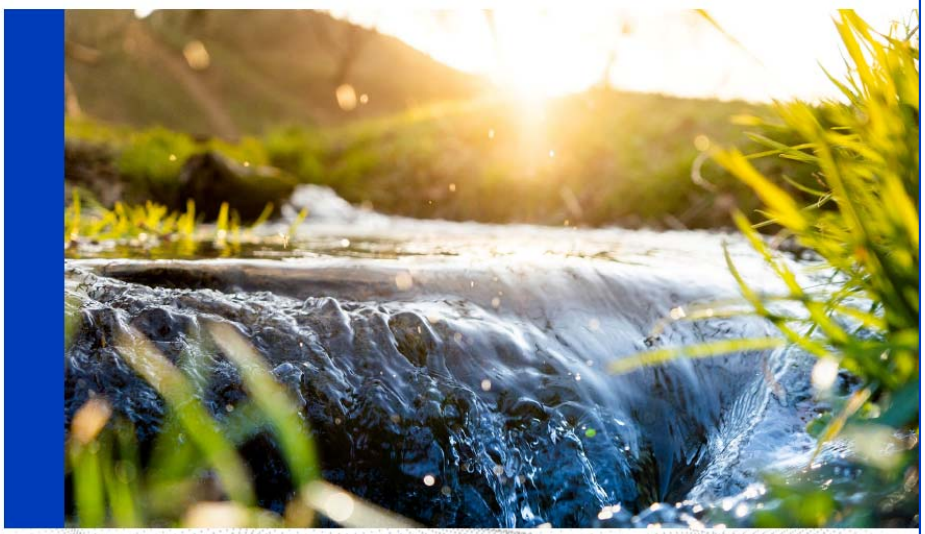


Table ES.5 SSD Capital Cost Estimates

| Cost Item | Total Project Cost | |
|---|---|---|
| | 0.2 mgd Equalized Flow to CSD | 0.47 mgd Equalized Flow to CSD |
| New Pipe From SSD to CSD | $6,591,000 | $9,434,000 |
| Upsized CSD Piping | $151,000 | $644,000 |
| Pump Station | $1,469,000 | $3,996,000 |
| New 0.47 MG EQ Basin | $9,120,000 | - |
| Rehab Existing EQ Basin | - | $441,000 |
| Odor Control System | $869,000 | $623,000 |
| Screenings and Conveyor Facility | $1,679,000 | $1,679,000 |
| **Total** | **$19,880,000** | **$16,820,000** |

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# Previous MWD/MSD Study

- Evaluated NPR, IPR, and DPR
- Evaluated Montecito Only and Joint Projects with Santa Barbara (City) and CVWD.
- All projects costly due to economy of scale and long pipelines.
- IPR with AWPF at MSD and Injection in Carpinteria is the highest ranked project.

Montecito Sanitary District & Montecito Water District

Recycled Water Feasibility Analysis

IVE SUMMARY

uary 2023

carollo

Table ES.8 Summary of Project Scoring

| Criterion | Weight[1] | Project 1: NPR in Montecito | Project 2: IPR in Carpinteria (Groundwater Storage) | Project 3: IPR in Carpinteria (Purification in Carpinteria) | Project 4: DPR in Montecito | Project 5: DPR in Santa Barbara |
|---|---|---|---|---|---|---|
| Annual Water Supply Benefit | 22% | 2 | 5 | 5 | 5 | 5 |
| Political Support | 19% | 3 | 3.5 | 2 | 5 | 3 |
| Cost of Water | 17% | 1.5 | 2 | 2 | 1 | 4.5 |
| Implementation Timeline | 14% | 5 | 3 | 3.5 | 1.5 | 1 |
| Public and NGO Support | 11% | 4 | 4.5 | 3 | 3 | 3 |
| Grant Funding Potential | 6% | 1 | 3 | 4 | 3 | 5 |
| Agency Control | 6% | 5 | 4 | 2 | 5 | 1 |
| Technical and Managerial Capacity | 6% | 5 | 3 | 4 | 1 | 4 |
| Permitting Complexity | 0% | 5 | 3 | 3 | 2 | 1.5 |
| **WEIGHTED SCORE** | | **3.0** | **3.6** | **3.2** | **3.3** | **3.5** |

Notes:
(1) Weighted scores were rounded for this table.

# Goals of This New Project

- Evaluate impact of diverting SSD flows to MSD collection system
  - Sewer system
  - MSD WWTP
  - MWD/MSD AWPF
- Summarize findings in a report

# General Cost Assumptions

- Class 5 cost estimate
  - Design definition and engineering typically 0-2% complete
  - Accuracy range from low of -50% to high of +100%
- Estimating contingency: 40%
- Escalation rate: 5%
  - To mid-point of construction (August 2027)
- Delivery method: Design-Build or Progressive Design-Build
  - Current industry trend

# 02 Flow Analysis

# Flow Data Analysis Results

| Parameter | MSD | SSD | Combined |
|---|---|---|---|
| Average Annual Daily Dry Weather Flow (mgd) | 0.634 | 0.084 | 0.72[(1)] |
| Maximum Average Monthly Dry Weather Flow (mgd) | 0.97 | 0.14 | 1.11 |
| Maximum Hourly Wet Weather Flow (mgd) | 3.77[(2)] | 0.6[(2),(3)] | 4.37[(2)] |

1) Future projected flow is 0.784 mgd (0.7 mgd from MSD + 0.084 from SSD)
2) Un-equalized flow
3) Estimated

# 03

# Collection System Analysis

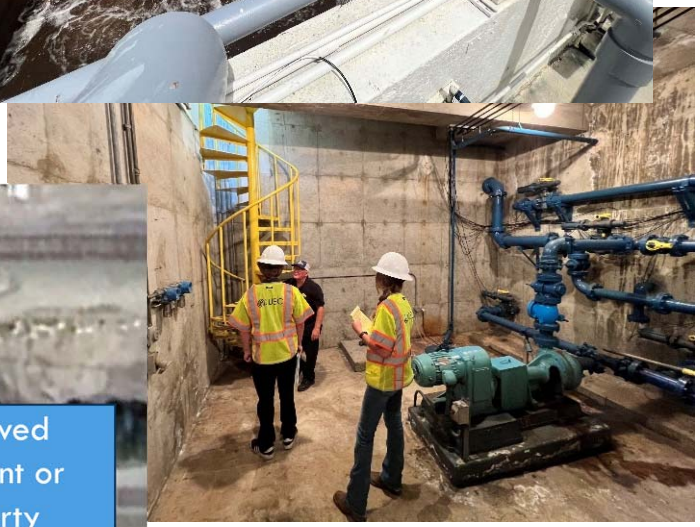
# Proposed Intertie Location Alternatives

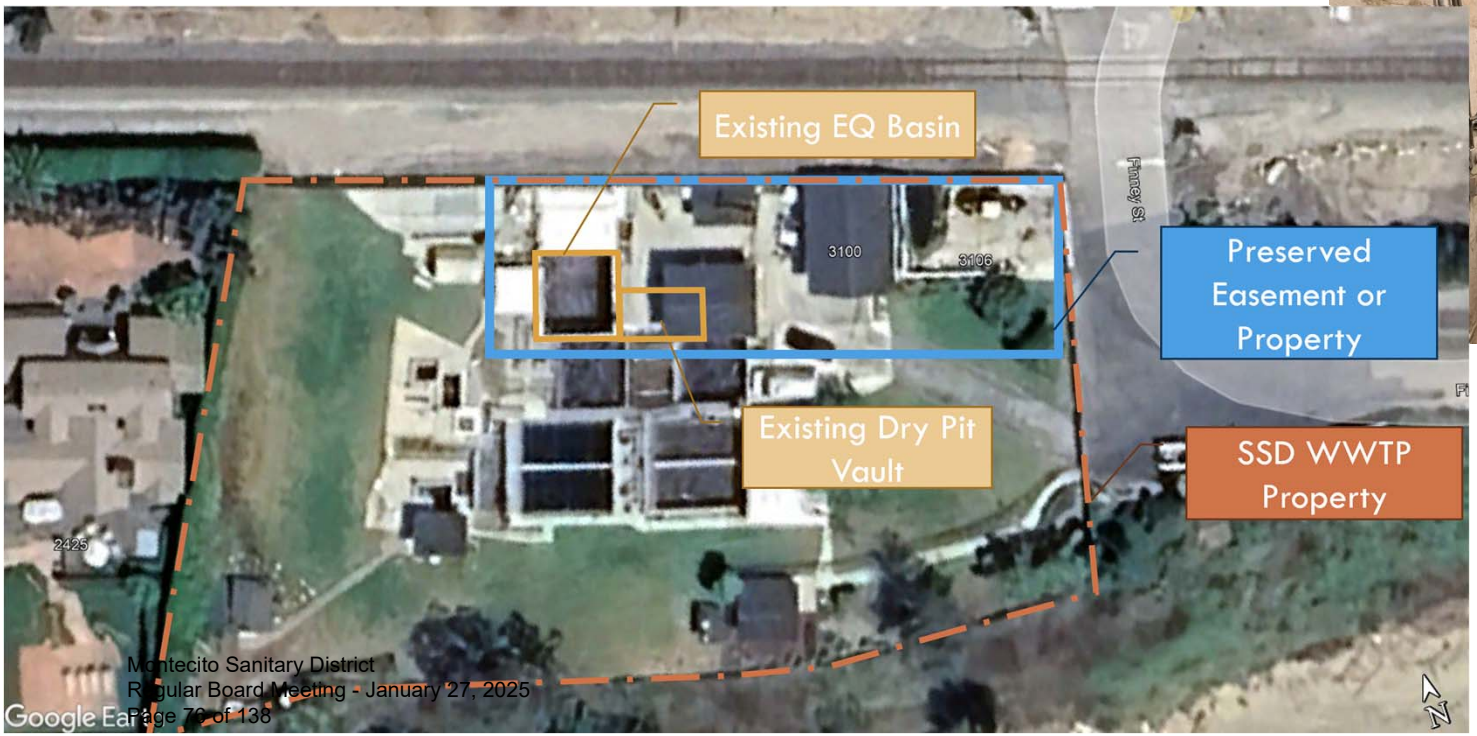
# Alternatives Analysis

- Alternative intertie locations were evaluated using the following criteria
  - » Estimate infrastructure cost
  - » Highway and railroad crossings (cost, permitting complexity)
  - » Creek crossings
  - » Community impacts
  - » Easement acquisition
  - » Topography
  - » Permitting

# SSD Wastewater Treatment Plant Impacts

- Modify existing influent basin for future equalization of flows from SSD to MSD
- Existing pump vault could be modified with new pumps
- Leaves most of the remainder of the site available for future development





# Alternatives Comparison and Recommendation

- Under Alt 2 Miramar LS would not exceed capacity, does not require upgrades, and is second least quantity of pipe
- Alt 2 provides benefits for a LS that "needs" additional flow
- Alt 3 would follow as next recommended alternative if unforeseen constraints arise for Alt 2
- Alt 2 carries a slightly higher risk of cost increase due to add'l highway crossing and LS work

| Alt. | Alt. Description | Const. Cost ($M) | Eng. Cost ($M) | Other Owner Cost ($M) | Conting. ($M) | Total Project ($M) | Annual O&M | Total Annualized Cost |
|---|---|---|---|---|---|---|---|---|
| 1 | Nearest connection, impacts lift station | $15.5 | $2.3 | $3.7 | $3.2 | $21.6 | $334,000 | $1,434,000 |
| 2 | Nearest direct lift station connection | $11.2 | $1.7 | $2.7 | $2.3 | $15.6 | $145,000 | $938,000 |
| 3 | Nearest connection, flows by gravity to WWTP | $11.3 | $1.7 | $2.7 | $2.3 | $15.8 | $126,000 | $930,000 |
| 4 | Direct WWTP connection | $16.3 | $2.4 | $3.9 | $3.3 | $22.7 | $144,000 | $1,299,000 |

# 04

# Site Layout

# EQ Basin and Odor Control System at MSD WWTP

# 05

# Cost Estimate

# Class 5 Cost Estimate

| Category | Amount |
|---|---|
| **Construction Costs** | |
| Equalization Basins | $10,593,000 |
| Odor Control System | $5,507,000 |
| Site Work | $1,110,000 |
| *Subtotal (Construction Costs)* | *$17,210,000* |
| **Engineering Costs** | |
| Design Services | $1,721,000 |
| Engineering Services During Construction | $861,000 |
| *Subtotal (Engineering Costs)* | *$2,582,000* |
| *Subtotal (Engineering and Construction Costs)* | *$19,792,000* |
| **Other Owner Costs** | |
| Owner's Administration and Legal | $990,000 |
| OA/CM Costs | $1,188,000 |
| Owner's Allowance | $1,979,000 |
| *Subtotal (Other Owner Costs)* | *$4,156,000* |
| **TOTAL PROJECT COSTS** | **$23,948,000** |

# 06 Future Considerations

# Future Considerations

- MSD in process of designing significant WWTP upgrades
  - Upgrades will consider accommodating SSD flows and AWPF
  - May be opportunities to utilize existing basin infrastructure as EQ basin
- MSD's plans to address inflow and infiltration
  - Will help reduce wet weather flows
- SSD corrected issues with influent and effluent flowmeters
  - More accurate data will be available

# 7 AWPF Footprint and Cost Impacts

# AWPF Footprint and Site Layout

- TM-8 (Recycled Water Treatment Options at MSD) established footprint for AWPF for 0.7 MGD flow to MSD
- Increase footprint proportionally for 0.784 MGD
  - » 16,800 $ft^2$ for AWPF

# AWPF Cost Impact

- TM-8 (Recycled Water Treatment Options at MSD) developed options and cost estimate for water recycling
- Executive Summary (Enhanced Recycled Water Feasibility Analysis) ranked potential Projects
  - Project 2, purification at MSD and injection at Carpinteria, ranked highest
    - Option 2A (MBR+AWPF), per discussion with MSD, not considered
    - Option 2B (Conventional activated sludge + DAF + AWPF) used for cost impact analysis
- Adjustments
  - Increase proportionally for 0.784 MGD
  - Escalate Project Cost @ 5% to mid-point of construction (August 2027)
  - Escalate Annual O&M Cost @ 5% to now (August 2024)
- Project Cost: **$24,439,000**
- Annual O&M Cost: **$2,512,000**

# 8

# Cost Summary

# Cost Summary

- Cost Allocation Between Agencies is Not Determined
- MSD Upgrades Will Improve Project Efficiency
- CSD Option Does Not Include Value of SSD Property Nor CSD "Buy In"

| Category | Project Cost(1) |
|---|---|
| Collection System (SSD Flows to MSD WWTP) | $15,600,000 |
| EQ Basin and Odor Control at MSD WWTP | $23,900,000 |
| AWPF at MSD WWTP | $24,400,000 |
| Purified Water Distribution (MSD to Carpinteria) | $41,600,000 |
| | |
| Equalization and Transfer from SSD to CSD | $20,300,000 to $24,000,000 |
| | |

1) Escalated to mid-point of construction (August 2027)

# Q&A

# Alternative 1 – Nearest MSD System Connection

# Alternative 2 – Nearest MSD Pumped Connection

# Alternative 3 – Nearest MSD Gravity Connection

# Alternative 4 –MSD Wastewater Treatment Plant Direct Connection

Montecito Sanitary District
1042 Monte Cristo Lane
Santa Barbara, CA 93108
*A Public Service Agency*
Phone: (805) 969-4200
www.montsan.org

# MINUTES

For the Regular Meeting of the Board on:

**January 13, 2025**

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## 1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a regular meeting at 1:02 pm on Monday, January 13, 2025. The meeting was also broadcast using Zoom teleconferencing.

### ATTENDANCE

**Board Members Present:**
Directors Glaser, Johnson, Newquist, and Ohlmann

**Board Members Absent:**
Director Barrett

**Also Present and Participating:**
John Weigold, MSD General Manager
Stephen Williams, MSD Business and Administrative Manager/Clerk of the Board
Bryce Swetek, MSD Engineering Manager
Aleks Giragosian, MSD General Legal Counsel

## 2. PUBLIC COMMENT

No members of the public addressed the Board.

## 3. COMMITTEE REPORTS

**A.** Directors Johnson and Newquist gave a report on the Montecito Sanitary District Finance Committees January 9, 2025 meeting.

**4. CONSENT CALENDAR**

ON MOTION by Director Johnson, Seconded by Director Glaser, the Board voted to approve the following Consent Calendar items as amended:

- **A.** Payables from December 1, 2024 through December 31, 2024
- **B.** Board Meeting Minutes of the December 18, 2024 Regular Meeting
- **C.** Consideration of Allowance for Expenditures Adjustment for the Protective Measures of District Facilities (January 2023 Storm Project)

| | |
|---|---|
| AYES: | Directors Glaser, Johnson, Newquist, and Ohlmann |
| NAYES: | None |
| ABSTAIN: | None |
| ABSENT: | Director Barrett |

**5. GENERAL MANAGER'S REPORT**

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

- **A.** GM Meetings
- **B.** 2024 Employee of the Year
- **C.** January 2023 Storms Damage Projects Update
- **D.** Wastewater Treatment Plant (WWTP/Plant) Improvement Projects
- **E.** SSD and MSD Collection System and Flow Equalization Analysis for Montecito Water District Reuse
- **F.** Private Property Developments
- **G.** Summary of District Laboratory Quality Assurance Assessment
- **H.** District Planning and Building Approval Process with the County
- **I.** Procedure for Directors to Request Information from Staff
- **J.** District Financial Matters
- **K.** District Health Benefits Update
- **L.** CIP Progress
- **M.** Flow/Rainfall Comparison – January 2024 through December 2024

**6. BUSINESS ITEMS**

**A. ORDINANCE NO. 24 – EXHAUSTION OF ADMINISTRATIVE REMEDIEES PROCEDURE**

ON MONTION by Director Johnson, Seconded by Director Ohlmann, the Board voted to adopt Ordinance No. 24 – Exhaustion of Administrative Remedies Procedure.

| | |
|---|---|
| AYES: | Directors Glaser, Johnson, Newquist, and Ohlmann |
| NAYES: | None |
| ABSTAIN: | None |
| ABSENT: | Director Barrett |

**B. STANDING COMMITTEES ROLES AND RESPONSIBILITIES**

The General Manager gave a presentation on the current draft Standing Committee Roles and Responsibilities. It was decided that each individual committee would review, update, and bring back to the Board at a later date.

**C. DISCUSS CONTRACT CONTINGENCIES FOR DISTRICT PROJECTS**

The Board received a presentation from staff regarding the complexities of Districts' construction project and information related to how contract contingencies are estimated. There was no action taken.

**D. DISTRICT INVESTMENT COUNCIL PRESENTATION**

This item was continued to the next Regular Board Meeting.

**E. DISCUSSION OF FORENSIC AND COMPLIANCE AUDIT OF THE DISTRICT**

This item was continued to the next Regular Board Meeting.

**F. DISCUSSION OF REINSTATING DUAL SIGNATURES ON DISTRICT CHECKS**

The Board discussed reinstating dual signatures on District checks. It was determined that the Finance Committee would discuss the topic and bring a recommendation to the Board.

**G. DISCUSSION OF DOCUMENTS REQUIRING DIRECTOR SIGNATURE**

The Board received information from District Legal Counsel regarding what District documents require Director's signatures.

## 7. CLOSED SESSION

**A. PUBLIC COMMENT**

N/A

**B. PUBLIC EMPLOYEE EVALUATION (GOVERNMENT CODE § 54957)**

Title: General Manager

This item was moved to the next Regular Board Meeting.

## 8. BOARD COMMUNICATIONS

**A.** Items for future Board meeting

ON MOTION by Director Newquist, Seconded by Director Glaser, the Board voted to place the following topics on the next agenda:

i. Discussion on District Website
ii. Discussion on an Ad Hoc to update the Board Policies and Procedures Manual
iii. Discussion on a Board Retreat
iv. Discussion on the General Manager Salary

| | |
|---|---|
| AYES: | Directors Glaser, Johnson, and Newquist |
| NAYES: | Director Ohlmann |
| ABSTAIN: | None |
| ABSENT: | Director Barrett |

**B.** Next Regular Board Meeting Date – January 27, 2025

**9. ADJOURNMENT**

The meeting adjourned at 3:20 pm ON MOTION by Director Newquist, Seconded by Director Johnson.

These minutes were presented for approval at the Regular Board Meeting on January 27, 2025.

_____
Ellwood T. Barrett II, President

Minutes taken and prepared by:

_____

Stephen Williams
Business and Administrative Manager/Clerk of the Board

Montecito Sanitary District
1042 Monte Cristo Lane
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# MINUTES

For the Special Meeting of the Board on:

**January 21, 2025**

## 1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a special meeting at 1:34 pm on Tuesday, January 21, 2025. The meeting was also broadcast using Zoom teleconferencing.

### ATTENDANCE

***Board Members Present:***

Directors Glaser, Johnson, Newquist, 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. PUBLIC COMMENT

No members of the public addressed the Board.

### B. PUBLIC EMPLOYMENT (GOVERNMENT CODE §54957)

Title: Engineering Manager

**Reportable Action:** None

## 4. ITEMS FOR THE NEXT AGENDA

The next Board meeting will be a Regular Meeting of the Board on January 27, 2025. No additional agenda topics were discussed.

## 5. ADJOURNMENT

The meeting adjourned at 3:36 pm ON MOTION by Director Newquist, Seconded by Director Johnson.

These minutes were presented for approval at the Regular Board Meeting on January 27, 2025.

_____
Ellwood T. Barrett II, President

Minutes taken and prepared by:

_____
Stephen Williams
Business and Administrative Manager/Clerk of the Board

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# MONTECITO SANITARY DISTRICT

# STAFF REPORT – 6C

**DATE:** January 27, 2025

**TO:** Board of Directors

**FROM:** John Weigold, General Manager
Stephen Williams, Business and Administrative Manager

**SUBJECT:** Designation of Applicant's Agent Resolution for Non-State Agencies-CalOES

## RECOMMENDATION

It is recommended that the Board:

i) Approve CalOES Form 130 – Designation of Applicant's Agent Resolution for Non-State Agencies.

## BACKGROUND

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all applicants to be eligible to receive funding, namely the work the District is doing on its Federal Emergency Management Agency (FEMA) and the California Governor's Office of Emergency Services (CalOES) projects. This resolution must completed in order to be eligible for funding.

This form designates which positions at the District are authorized to engage with FEMA and CalOES regarding grants for which we have applied for. This relates to our work on the four damage sites as a result of DR-4683 – California Severe Winter Storms of January 2023.

## FISCAL IMPACT

None

## ATTACHMENTS:

1. CalOES 130 – Designation of Applicant's Agent Resolution for Non-State Emergencies

## DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES

BE IT RESOLVED BY THE Board of Directors (Governing Body) OF THE Montecito Sanitary District (Name of Applicant)

THAT General Manager (Title of Authorized Agent), OR

Business and Administrative Manager (Title of Authorized Agent), OR

Engineering Manager (Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Montecito Sanitary District (Name of Applicant), a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- **Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM),** under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- **Flood Mitigation Assistance Program (FMA)**, under Section 1366 of the National Flood Insurance Act of 1968.
- **National Earthquake Hazards Reduction Program (NEHRP)** 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141
- **California Early Earthquake Warning (CEEW)** under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12

That the Montecito Sanitary District (Name of Applicant), a public entity established under the laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

# DESIGNATION OF APPLICANT'S AGENT RESOLUTION
# NON-STATE AGENCIES

OES-FPD-130 (Rev. 10-2022)

**Please check the appropriate box below**

☑ This is a universal resolution and is effective for all open and future disasters/grants declared up to three (3) years following the date of approval.

☐ This is a disaster/grant specific resolution and is effective for only disaster/grant number(s):_____

Passed and approved this 27 day of January, 20 2025

Ellwood T. Barrett II, President
(Name and Title of Governing Body Representative)

Dana Newquist, Vice President
(Name and Title of Governing Body Representative)

Dorinne Johnson, Treasurer
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, Diantha Glaser (Name), duly appointed and Secretary (Title) of Montecito Sanitary District (Name of Applicant), do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Board of Directors (Governing Body) of the Montecito Sanitary District (Name of Applicant) on the 27 day of January, 20 24.

Secretary

(Signature) (Title)

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# MONTECITO SANITARY DISTRICT

# STAFF REPORT – 6D

**DATE:** January 27, 2025

**TO:** Board of Directors

**FROM:** John Weigold, General Manager
Aleks Giragosian, General Counsel

**SUBJECT:** Director Compensation

## RECOMMENDATION

It is recommended that the Board consider adopting Ordinance No. 25 Establishing Compensation of Directors and Repealing Ordinance No. 20.

## ANALYSIS

Director Compensation is governed by Health and Safety Code section 6489 ("Section 6489"). Per subdivision (a), "each of the members of the board shall receive compensation in an amount not to exceed one hundred dollars ($100) per day for each day's attendance at meetings of the board or for each day's service rendered as a director by request of the board, not exceeding a total of six days in any calendar month, together with any expenses incident thereto." Subdivision (d) states, "The district board, by ordinance adopted pursuant to … the Water Code, may increase the compensation received by board members above the amount of one hundred dollars ($100) per day." Water Code section 20202 allows the Board to increase its compensation, but "the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted."

The Board last adjusted its compensation in October 2022 per Ordinance No. 20. Section 1 of Ordinance No. 20 states, "the standard and maximum compensation of each director of the Board shall be $231 per day for each day of attendance at a regular or special meeting of the Board, a meeting of a standing or ad hoc committee of the Board, or for each day's service rendered as a Director by request of the Board, not exceeding a total of six days in any calendar month." As two years have elapsed since the adoption of Ordinance No. 20, the maximum the Board may increase its compensation is by a cumulative total of 10% (5% for 2023 and 5% for 2024).

On December 18, 2024, the Board directed District General Counsel to draft an ordinance increasing director compensation by 10% — from $231.00 to $254.00 — rounded to the nearest whole number. Ordinance No. 25 also repeals Ordinance No. 20, the District's previous compensation-setting ordinance.

**PUBLIC NOTICING**

Pursuant to Government Code section 6066 and Water Code section 20203, this Ordinance No. 25 has been published once a week for two successive weeks in a newspaper of general circulation within the District. Proof of publication of said notice on January 16, 2025 and January 23, 2025, in the Montecito Journal.

**FISCAL IMPACT**

Assuming each board member attends the two regularly scheduled meetings and two committee meetings per month, the fiscal impact of this ordinance will be an additional $461 in Director compensation per month.
($254-$231) x (5 Directors) x (4 meetings) = $461

**ATTACHMENTS:**

Attachment A. Ordinance No. 25

**ORDINANCE NO. 25**

**ORDINANCE OF THE GOVERNING BOARD OF THE MONTECITO SANITARY DISTRICT ESTABLISHING COMPENSATION OF DIRECTORS AND REPEALING ORDINANCE NO. 20**

WHEREAS, Health and Safety Code section 6489 authorizes the Board of Directors to adopt an ordinance pursuant to Water Code sections 20200 et seq. in order to compensate each director above the amount established in Section 6489; and

WHEREAS, on October 13, 2022, Ordinance No. 20 established the compensation to be paid to directors; and

WHEREAS, Water Code section 20202 authorizes the Board to adopt an ordinance to increase compensation in an amount not to exceed five percent of current compensation for each calendar year after the operative date of the last adjustment; and

WHEREAS, director compensation has not increased since the adoption of Ordinance No. 20; and

WHEREAS, the duties and responsibilities of the Board of Directors requires substantial time to carry out District business; and

WHEREAS, notice of a public hearing was published pursuant to Government Code section 6066 and Water Code section 20203; and

WHEREAS, the public hearing on the adoption of this ordinance was held on January 13, 2025, as required by Water Code section 20203.

NOW, THEREFORE, BE IT ORDAINED that:

1. Compensation. The standard and maximum compensation of each director of the Board shall be $254.00 per day for each day of attendance at a regular or special meeting of the Board, a meeting of a standing or ad hoc committee of the Board, or for each day's service rendered as a Director by request of the Board, not exceeding a total of six days in any calendar month.

2. Repeal. Ordinance No. 20 is repealed.

3. Publication. Immediately following adoption, the District Clerk shall cause this ordinance to be published one time in a newspaper of general circulation within the District.

4. Severability. If any section of this ordinance is held to be invalid or unconstitutional, the remaining sections shall remain valid. The Board hereby declares that it would have adopted this Ordinance regardless that particular sections may be declared invalid or unconstitutional.

PASSED AND ADOPTED by the Board of Directors of the Montecito Sanitary District on this 27th day of January, 2025, to become effective sixty days thereafter by the following vote:

AYES:
NAYS:
ABSTAIN:
ABSENT:

MONTECITO SANITARY DISTRICT

_____
Board President

_____
Board Secretary

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# MONTECITO SANITARY DISTRICT

# STAFF REPORT – 6E

**DATE:** January 27, 2025

**TO:** Board of Directors

**FROM:** John Weigold, General Manager

**SUBJECT:** Updated Fiscal Year 2024-25 Salary Schedules

## RECOMMENDATION

It is recommended that the Board consider:

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

## BACKGROUND

At the January 21, 2025 Special Meeting the Board gave direction to the General Manager to bring the following updated Salary Schedule to the Board for adoption at the next Regular Meeting.

## FISCAL IMPACT

To be determined

## ATTACHMENTS:

1. Fiscal Year 2024-25 Updated Salary Schedule

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

Approved at the August 21, 2024 Regular Board Meeting

| Division | Role | Step: EMPLOYMENT CLASSIFICATION | A Hourly | B Hourly | C Hourly | D Hourly | E 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 Management Salary Range Table - Unrepresented
# Fiscal Year 2024-25

Approved at the November 20, 2024 Regular Board Meeting

| MANAGERS | | | Hourly Low | Hourly High |
|---|---|---|---|---|
| Ops | Manager | Laboratory & Pretreatment Manager | $ 56.47 | $ 73.90 |
| Collections | Manager | Chief Plant Operator/Treatment Superintendent | $ 69.96 | $ 85.05 |
| Admin | Manager | Business and Administrative Manager | $ 68.76 | $ 90.02 |
| Collections/Ops | Manager | Collections & Maintenance Superintendent | $ 75.72 | $ 92.03 |
| Admin | Manager | Engineering Manager | $ 70.62 | $ 102.18 |

| EXECUTIVE | | | Hourly Rate |
|---|---|---|---|
| Admin | Executive | General Manager | $ 101.92 |

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

Approved at the August 21, 2024 Regular Board Meeting

| Division | Role | Step: / EMPLOYMENT CLASSIFICATION | A Monthly | B Monthly | C Monthly | D Monthly | E 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 Monthly Management Salary Range Table - Unrepresented
# Fiscal Year 2024-25

Approved at the October 16, 2024 Regular Board Meeting

| MANAGERS | | | Monthly Low | Monthly High |
|---|---|---|---|---|
| Ops | Manager | Laboratory & Pretreatment Manager | $ 9,787.96 | $ 12,809.16 |
| Collections | Manager | Chief Plant Operator/Treatment Superintendent | $ 12,126.40 | $ 14,742.00 |
| Admin | Manager | Business and Administrative Manager | $ 11,919.18 | $ 15,602.86 |
| Collections/Ops | Manager | Collections & Maintenance Superintendent | $ 13,124.02 | $ 15,952.30 |
| Admin | Manager | Engineering Manager | $ 12,240.80 | $ 17,711.20 |

| EXECUTIVE | | | Monthly Rate |
|---|---|---|---|
| Admin | Executive | General Manager | $ 17,666.67 |

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

Approved at the January 27, 2025 Regular Board Meeting

| Division | Role | Step: EMPLOYMENT CLASSIFICATION | A Annually | B Annually | C Annually | D Annually | E 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 Annual Management Salary Range Table - Unrepresented
# Fiscal Year 2024-25

Approved at the January 27, 2025 Regular Board Meeting

| MANAGERS | | | Annual Low | Annual High |
|---|---|---|---|---|
| Ops | Manager | Laboratory & Pretreatment Manager | $ 117,455.52 | $ 153,709.92 |
| Collections | Manager | Chief Plant Operator/Treatment Superintendent | $ 145,516.80 | $ 176,904.00 |
| Admin | Manager | Business and Administrative Manager | $ 143,030.16 | $ 187,234.32 |
| Collections/Ops | Manager | Collections & Maintenance Superintendent | $ 157,488.24 | $ 191,427.60 |
| Admin | Manager | Engineering Manager | $ 146,889.60 | $ 212,534.40 |

| EXECUTIVE | | | Annual Rate |
|---|---|---|---|
| Admin | Executive | General Manager | $ 212,000.00 |

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# MONTECITO SANITARY DISTRICT

# STAFF REPORT – 6F

**DATE:** January 27, 2025

**TO:** Board of Directors

**FROM:** John Weigold, General Manager

**SUBJECT:** Recognition of Service of a District Staff Member

**RECOMMENDATION:**

Staff recommends that the Board adopt Resolution 2025-981 recognizing the outstanding service of a District Staff Member.

**DISCUSSION:**

The District would like to take the opportunity to recognize the superlative service of a staff member and wishes to have the Board formally recognize the outstanding service provided by one of our most valuable employees.

**ATTACHMENT:**

1. Resolution 2025-981 recognizing the outstanding service of a District Staff Member

**RESOLUTION NO. 2025-981**

**RESOLUTION OF THE GOVERNING BOARD OF THE MONTECITO SANITARY DISTRICT HONORING MR. BRYCE SWETEK FOR OUTSTANDING SERVICE TO THE DISTRICT**

**WHEREAS**, on January 27, 2025 **Mr. Bryce Swetek** is recognized for outstanding service to the Montecito Sanitary District; and;

**WHEREAS**, **Mr. Swetek** has, in his three years with the District, faithfully and competently performed the duties assigned to him as Engineering Manager in a superlative manner; and;

**WHEREAS, Mr. Swetek** has provided immeasurable value to District staff as a source of engineering knowledge; and;

**WHEREAS**, **Mr. Swetek's** wealth of knowledge has been essential in serving the community, the Board and his colleagues; and;

**WHEREAS**, **Mr. Swetek** has been a leader for the District when customers and vendors alike rely upon the District, to determine and find solutions, resolve issues, and plan, manage and execute work for both the community and the District's infrastructure; and;

**WHEREAS**, **Mr. Swetek** has been instrumental in helping the District achieve its mission statement while simultaneously fostering an informed public, knowledgeable and effective staff, and maintaining a well-run District.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Board of the Montecito Sanitary District does hereby recognize **Mr. Bryce Swetek** and does extend its gratitude for his past and continuing contributions to the District.

**PASSED AND ADOPTED** by the Governing Board of the Montecito Sanitary District this 27th day of January, 2025.

**AYES**: Directors Barrett, Newquist, Johnson, Ohlmann, and Glaser
**NAYS**: None
**ABSTAIN**: None
**ABSENT:** None

(Seal)

Montecito Sanitary District
County of Santa Barbara, CA
Established 1947 By The People of Montecito Santa Barbara, CA

Ellwood T. Barrett II, President of the Governing Board of the MONTECITO SANITARY DISTRICT

**ATTEST**:

Stephen Williams, Clerk to the Governing Board of the MONTECITO SANITARY DISTRICT

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# MONTECITO SANITARY DISTRICT

# STAFF REPORT – 7A

**DATE:** January 27, 2025

**TO:** Board of Directors

**FROM:** Aleks Giragosian, District Legal Counsel

**SUBJECT:** Presentation Regarding Local Government Agencies and Their Relationship to One Another

## RECOMMENDATION

It is recommended that the Board:

i) Receive a presentation from District Counsel regarding local government agencies and their relationship to one another.

## BACKGROUND

At the January 13, 2025 Regular Board Meeting District Legal Counsel brought forward a few potential topics to present to the Board for informational purposes. The Board expressed a desire to do so and as such this is the first topic item to be presented.

## FISCAL IMPACT

None

**ATTACHMENTS:** None

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# MONTECITO SANITARY DISTRICT

# STAFF REPORT – 7B

**DATE:** January 27, 2025

**TO:** Board of Directors

**FROM:** John Weigold, General Manager
Stephen Williams, Business and Administrative Manager

**SUBJECT:** District Investment Council

## RECOMMENDATION

It is recommended that the Board:

i) Receive a presentation from Staff on the Districts' investments; and
ii) Taking such additional, related action that may be desirable.

## ANALYSIS

The Board updated, adopted and approved the District's current Investment Policy, Resolution 2000-779 on August 14, 2000. This policy was reviewed by District Legal Counsel in June of 2023 when the District was considering making changes to its investment portfolio. That Policy was deemed to be up to date and relevant and is included as an attachment to this staff report.

At the June 22, 2023 Regular Board Meeting the Board heard Item 8A – Discussion on District Investments and made action that pursuant to the District's Investment Policy, the designated official for management of the District's Investment program was delegated to a committee made up of the General Manager, the District Administrator, and then Vice President Director Hogan. Director Martin was named as an alternate.

The council met over the course of several months and interviewed potential firms to begin investing the Districts' Reserve Funds. After consideration Charles Schwab was selected and an account was created for the District and funds transferred in the Amount of $1,750,000. The current yield in that investment account is 4.24%.

The council then met to discuss an approach to further investments, drawing from the Districts' Investment Policy language to "..invest funds, with maximum security through diversification and prudence.." and decided to open an account with California CLASS, a Joint Powers Authority

investment pool built specifically for public agencies and managed in accordance with state law. This would then keep the Districts' funds in three main places: the County Treasury, Charles Schwab, and California CLASS. Resolution 2024-978 – Authorizing Transfer of Money From County Treasury was heard and approved by the Board at its November 20, 2024 Regular Board Meeting which was required by the County Treasurer prior to withdrawal and transfer to California CLASS. Transfer into the account is pending the signed resolution and the fund is currently yielding 4.39%. The County Treasury is currently yielding approximately 3.00%.

**FISCAL IMPACT**
To be determined.

**ATTACHMENTS:**

1. Resolution 2000-779 – Investment Policy

**RESOLUTION NO. 2000-779**
**MONTECITO SANITARY DISTRICT**
**INVESTMENT POLICY**
**Repealing Resolution No. 1997-742**

## 1.0 POLICY

The Legislature of the State of California has declared that the deposit and investment of public funds by officials and local agencies is an issue of statewide concern (Government Code sections 53600.6 and 53630.1); and

The legislative body of a local agency may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of Government Code sections 5920 et. seq. and 53601 et seq.; and

The treasurer or fiscal officer of the Montecito Sanitary District shall annually prepare and submit a statement of investment policy and such policy, and any changes thereto, shall be considered by the legislative body at a public meeting; (GC δ53646(a).

It shall be the policy of the Montecito Sanitary District to invest funds, with maximum security through diversification and prudence, in a manner which will provide the highest investment return, while meeting the daily cash flow demands of the entity and conforming to all statutes governing the investment of Montecito Sanitary District funds.

## 2.0 SCOPE

This investment policy applies to all financial assets of the Montecito Sanitary District. These funds are accounted for in the annual District audit and include: Operating Fund, Capital Project Fund, Emergency Fund, Bond Reserve Fund, and Compensated Absence Fund

Funds not included in the policy include deferred compensation funds.

## 3.0 PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probably safety of their capital as well as the probably income to be derived. The standard of prudence to be used by investment officials shall be the "prudent investor" standard (GC δ53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individuals security's credit risk or market price changes, provided deviations from expectations are reported to the Governing Board in a timely fashion and appropriate action is taken to control adverse developments.

## 4.0 Objectives

As specified in GC δ53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, the primary objectives, in priority order, of the investment activities shall all be:

1. **Safety**: Safety of principal is the foremost objective of the investment program. Investments of the Montecito Sanitary District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities, or by institutional management, do not exceed the income generated from the remainder of the portfolio.

2. **Liquidity**: The investment portfolio will remain sufficiently liquid to enable the Montecito Sanitary District to meet all operating requirements which might be reasonable anticipated.

3. **Return on Investments**: The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

## 5.0 DELEGATION OF AUTHORITY

Authority to manage the investment program is derived from Government Code sections 53600, et seq. Management responsibility for the investment program is hereby delegated to the designated official, who shall establish, subject to Board approval, written procedures for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, PSA repurchase agreements, wire transfer agreements, collateral/depository agreements and banking services contracts, as appropriate. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the designated official. The designated official, subject to Board approval, shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Under the provisions of Government Code section 53600.3, the designated official is a trustee and a fiduciary subject to the prudent investor standard.

## 6.0 ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

## 7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The designated official will maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For brokers/dealers of government securities and other investments, the Montecito Sanitary District shall select only broker/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the designated official shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the Montecito Sanitary District's account with that firm has reviewed the Montecito Sanitary District's Investment Policy and that the firm understands the policy and intends to present investment recommendations and transactions to the Montecito Sanitary District that are appropriate under the terms and conditions of the Investment Policy.

## 8.0 AUTHORIZED AND SUITABLE INVESTMENTS

The Montecito Sanitary District is empowered by Government Code 53601 et seq to invest in the following:

A. Bonds issued by the Montecito Sanitary District or by any department, board, agency or authority created by the District.

B. United States Treasury Bills, Notes & Bonds or Certificates of Indebtedness.

C. Registered state warrants or treasury notes or bonds issued by the State of California.

D. Bonds, notes, warrants or other evidence of debt issued by a local agency within the State of California, including pooled investment accounts sponsored by the State of California, County Treasurers, other local agencies or Joint Powers Agencies.

E. Obligations issued by Agencies or Instrumentality of the U S Government.

F. Bankers Acceptances with a term not to exceed 270 days. Not more than 40% of invested funds can be invested in Bankers Acceptances and no more than 30% of invested funds can be invested in the bankers acceptances of any single commercial bank.

G. Prime Commercial Paper of U S Corporations with assets greater than $500 million with a term not to exceed 180 days and the highest ranking issued by Moody's Investors Service or Standard & Poor's Corp. Purchases of eligible commercial paper may not represent more than 10% of the outstanding papers of an issuing Corporation. Commercial paper cannot exceed 15% of total invested funds, provided, that if the average maturity of all Commercial paper does not exceed 31 days, up to 30% of invested funds can be invested in Commercial paper.

H. Negotiable Certificates of Deposit issued by federally or state chartered banks or associations. Not more than 30% of invested funds can be invested in certificates of deposit.

I. Repurchase/Reverse Repurchase Agreements of any securities authorized by this Section. Securities purchased under these agreements shall be no less than 102% of market value. (See special limits in GC δ53601(i).

J. Medium term notes (not to exceed 5 years) of U S corporations rated "A" or better by Moody's or S&P. Not more than 30% of invested funds can be invested in medium term notes.

K. Share of beneficial interest issued by diversified management companies (Money Market Mutual Funds) investing in the securities and obligations authorized by GC δ53601. Such Funds must carry the highest rating of at least two of the three largest national rating agencies. Not more than 10% of invested funds can be invested in Money Market Mutual Funds.

L. Funds held under the terms of a Trust Indenture or other contract or agreement may be invested according to the provisions of those indentures or agreements.

M. Collateralized bank deposits with a perfected security interest in accordance with the Uniform Commercial Code (UCC) or applicable federal security regulations.

N. Any mortgage pass-through security, collateralized mortgage obligation, mortgaged backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate or consumer receivable backed bond of a maximum maturity of five years. Securities in this category must be rated AA or better by a nationally recognized rating service. Not more than 30% of invested funds may be invested in this category of securities.

O. Any other investment security authorized under the provisions of GC δ53601.

* * * * * * *

Also, see GC δ53601 for a detailed summary of the limitations and special conditions that apply to each of the above listed investment securities. GC δ53601 is attached and included by reference in this investment policy.

*Prohibited Investments:* Under the provisions of GC δ53601.6 and δ53631.5, the Montecito Sanitary District shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools or any investment that may result in a zero interest accrual if held to maturity.

## 9.0 COLLATERALIZATION

All certificates of deposits must be collateralized by U S Treasury Obligations. Collateral must be held by a third party trustee and valued on a monthly basis. The percentage of collateralization on repurchase and reverse repurchase agreements will adhere to the amount required under GC δ53601(I)(2).

## 10.0 SAFEKEEPING AND CUSTODY

All security transactions entered into by the Montecito Sanitary District shall be conducted on delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to the Montecito Sanitary District by book entry, physical delivery or by third party custodial agreement as required by GC δ53601.

## 11.0 DIVERSIFICATION

The Montecito Sanitary District will diversify its investments by security type and institution. It is the policy of the Montecito Sanitary District to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

(a) Portfolio maturities shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.

(b) Maturities selected shall provide for stability of income and liquidity.

(c) Disbursement and payroll dates shall be covered through maturities investments, marketable U S Treasury bills or other cash equivalent instruments such as money market mutual funds.

## 12.0 REPORTING

In accordance with GC δ53646(b)(1), designated official shall submit to each member of the Board of Directors a quarterly investment report. The report shall include a complete description

of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for Montecito Sanitary District by third party contracted managers. The report will also include the source of the portfolio valuation. As specified in CGC δ53646(e), if all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy, (2) the Montecito Sanitary District will meet its pool expenditure requirements for the next six months as required by GC δ53646(b), and (3) the designated official shall maintain a complete and timely record of all investment transactions.

## 13.0 INVESTMENT POLICY ADOPTION

The Investment Policy shall be adopted by resolution of the Montecito Sanitary District. Moreover, the Policy shall be reviewed on an annual basis, and modifications must be approved by the Board of Directors.

**ADOPTED AND APPROVED:** August 14, 2000

| | |
|---|---|
| AYES: | Arnold, Begley, Cannata, Clark, Dall'Armi |
| NAYS: | None |
| ABSENT: | None |
| ABSTAIN: | None |

(District Seal)

Robert B Begley
Robert B. Begley, President

**ATTEST:**

Lorenzo Dall'Armi
Lorenzo Dall'Armi, Secretary

**Attachment**: Government Code Section 53601, et seq., effective 1-1-96.

ATTACHMENT TO

RESOLUTION NO. 2000-779

# INVESTMENTS AUTHORIZED UNDER CALIFORNIA GOVERNMENT CODE SECTION 53601

| CGC Section | Investment Type | Maximum Maturity | Authorized Limit (%) | Required Rating |
|---|---|---|---|---|
| 53601(a) | Local Agency Bonds | 5 Years | None | None |
| 53601(b) | U.S. Treasury Bills, Notes or Bonds | 5 Years | None | None |
| 53601(c) | State Registered Warrants, Notes or Bonds | 5 Years | None | None |
| 53601(d) | Notes & Bonds of other Local Calif. Agencies | 5 Years | None | None |
| 53601(e) | U.S. Agencies | 5 Years | None | None |
| 53601(f) | Bankers Acceptances[1] | 270 Days | 40% | None |
| 53601(g) | Prime Commercial Paper[2] | 180 Days | 15% or 30% | A1/P1 |
| 53601(h) | Negotiable Certificates of Deposit | 5 Years | 30% | None |
| 53601(i) | Repurchase & Reverse Repurch. Agreements* | 1yr./92 days | None/20% | None |
| 53601(j) | Medium Term Corporate Notes | 5 Years | 30% | A |
| 53601(k) | Money Market Mutual Funds & Mutual Funds** | 5 Years | 20% | 2-AAA |
| 53601(m) | Collateralized Bank Deposits | 5 Years | None | None |
| 53601(n) | Mortgage Pass-Through Securities | 5 Years | 20% | AA |
| 16429.1 | Local Agency Investment Fund (LAIF) | N/A | None | None |
| 53601(d) | County Pooled Investment Funds | N/A | None | None |

* See California Government Code Section 53601 (I) for limits on use of reverse repurchase agreements.

** Mutual Funds maturity may be defined as the weighted average maturity; money market mutual funds must have an average maturity of 90 days or less, per SEC regulations.

[1] No more than 30% of surplus funds may be invested in Bankers Acceptances of any one commercial bank.

[2] 30% if dollar weighted average maturity of all commercial paper does not exceed 31 days. Commercial paper issuers must be organized and operating w/i U.S. and have total assets in excess of $500 million, and have "A" or higher rating for issuer's debt, other than commercial paper, by Moody's or Standard and Poor's. Purchases may not exceed 10% of outstanding paper of an issuing corporation.

Municipal Utility District investments are controlled by Municipal Utilities District Act (Div 6 (commencing with Section 11501) of the Public Utilities Code).

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 – 7C

**DATE:** January 27, 2025

**TO:** Board of Directors

**FROM:** John Weigold, General Manager

**SUBJECT:** Discussion of Forensic and Compliance Audit of the District

## RECOMMENDATION

It is recommended that the Board:

i) Discuss hiring an accounting firm to perform a forensic and compliance audit of the District; and

ii) Taking such additional, related action that may be desirable.

## BACKGROUND

The Board requested to discuss hiring an accounting firm to perform a forensic and compliance audit of the District finances.

## FISCAL IMPACT

To be determined.

**ATTACHMENTS:** None

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# MONTECITO SANITARY DISTRICT

# STAFF REPORT – 7D

**DATE:** January 27, 2025

**TO:** Board of Directors

**FROM:** John Weigold, General Manager

**SUBJECT:** Discussion of a Board Retreat

## RECOMMENDATION

It is recommended that the Board discuss setting a date and time for a Board Retreat.

## BACKGROUND

At the January 13, 2025 Regular Board Meeting the Board expressed an interest in setting up a retreat to discuss strategic plans. This has been agendized to determine a date and time for said meeting and to give further direction to staff.

## FISCAL IMPACT

None

**ATTACHMENTS:** None

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# MONTECITO SANITARY DISTRICT

# STAFF REPORT – 7E

**DATE:** January 27, 2025

**TO:** Board of Directors

**FROM:** Aleks Giragosian, District Legal Counsel

**SUBJECT:** Discussion of an Ad Hoc to Update the Board Policies and Procedures Manual

## RECOMMENDATION

It is recommended that the Board discuss creating an Ad Hoc to update the Board Policies and Procedures Manual.

## BACKGROUND

At the January 13, 2025 Regular Board Meeting the Board expressed a desire to update the Board Policies and Procedures Manual (Manual).

The current Manual was adopted at the December 9, 2021 Regular Board Meeting and has been attached for reference.

## FISCAL IMPACT

None

## ATTACHMENTS:

1. Board of Directors Policy and Procedures Manual – Adopted December 9, 2021


# BOARD OF DIRECTORS
# POLICY AND PROCEDURES MANUAL

Adopted December 9, 2021

# *District's Mission Statement*

A community service commitment 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.

# Table of Contents

# 1. Role of the Board of Directors

1. The District's policies, mission, goals, and programs are established by a majority of the Board of Directors at public meetings.
2. All District powers are exercised by its Board of Directors. (Health & Safety Code, § 6481.)
3. The Board will not direct management as to how to implement policy, but it shall hold management responsible if the policies of the District are not implemented.
4. The Board appoints the General Manager of the District, defines the General Manager's responsibilities, and delegates Board authority and power to the General Manager to carry out the responsibilities.
5. The General Manager is responsible for all of the following:
    a. The implementation of the policies established by the Board for District operation.
    b. The appointment, supervision, discipline, and dismissal of District employees, consistent with the employee relations system established by the Board.
    c. The supervision of District facilities and services.
    d. The supervision of District finances.
    e. The development of the District's annual budget to support its mission and meet all regulatory requirements.
    f. Coordinate with the President of the Board to agendize meetings.
6. The General Manager shall recommend in public meetings of the Board the programs to implement District policy.
7. On or before July 1st of each year the Board adopts the District's annual budget.
8. The Board approves the District's organizational structure and employment positions.
9. The Board appoints the District's legal counsel and financial auditor annually.
10. The Board approves the Accounts Payable register as an agenda item at regular Board meetings.
11. The Board approves all contracts and individual purchases in accordance with the District's purchasing policies and procedures..
12. Directors shall uphold the constitutions of the United States and the state of California. Directors shall comply with applicable laws regulating their conduct, including state laws concerning conflicts of interest, financial disclosure, open meetings, and confidential information.

# 2. Board Election/Appointment

The District shall have a board of five Directors each of whom whether elected or appointed, shall reside within the boundaries of the Montecito Sanitary District and be a registered voter within those boundaries. (Health & Safety Code, § 6464)

The term of office of each Director other than Directors appointed to fill an unexpired term shall be four years. (Elections Code, § 10507)

Directors elected to office take office at noon on the first Friday in December following the General District Election. Before taking office, each Director shall take and subscribe the official oath and file it with the Clerk of the Board. (Elections Code, § 10554)

New Directors will file an Assuming Office Form 700 within thirty days of taking office.

An office of a director shall be deemed to have become vacant when one or more events specified in sections 1770, et. seq. of the Government Code have occurred. All vacancies occurring shall be filled pursuant to section 1780 of the Government Code.

A Director leaving office will file a Leaving Office Form 700 within thirty days of vacating office.

# 3. Board Organization

The Board of Directors shall hold an annual organizational meeting at a regular meeting in December to establish or confirm Board officers by an election from existing Board members.

Board officers are the President, Vice President, Treasurer, and Secretary.

Officers assume their duties immediately upon Board confirmation and serve during the next calendar year.

Additionally, the General Manager and District Legal Counsel shall be affirmed at the annual organizational meeting.

At the organizational meeting the Board will appoint members to the Standing Committees.

**Standing and Ad Hoc Committees**

a) Standing committees shall only be dissolved by majority vote of the Board.
b) The duties of an ad hoc committee shall be determined at the time of appointment and the committee shall be considered dissolved when its final report has been made.
c) If the Board President or the Board has created a standing committee the members of such committee shall be appointed for the year no later than the Board's regular meeting in January.
d) Minutes shall be required for meetings of standing committees, and such meetings shall be conducted in accordance with the Ralph M. Brown Act. (Government Code, § 54952)

e) Minutes shall not be required to be prepared for ad hoc committee meetings. Ad hoc committees are not considered legislative bodies for purposes of the Ralph M. Brown Act. (Government Code, § 54952)
f) All actions of committees are subject to approval by the Board of Directors.

**District Representation in Organizations**

a) The Board reviews annually all District memberships and representations.
b) Appointments to serve as a District representative or member on a non-District board, commission, or organization shall be made by the President, subject to confirmation by the full Board.
c) Unless otherwise required by law or contract, the term of any external position shall be one year. There is no limit to the number of terms or consecutive terms.
d) Additional policies related to representation in external organizations are stated in the "Board Memberships" section of this manual.

# 4. Board Memberships

**Appropriate Memberships**

To take advantage of in-service training opportunities, the District may belong to industry related associations. Directors who are appointed District representatives may attend meetings of national, state, and local associations, which are directly related to the District's purpose and operation. Decisions to continue, discontinue, or add new memberships shall occur through the annual budget process.

**Appointment of Representative**

The President shall appoint Directors as a representative and alternate, as appropriate, to serve as District contacts among stakeholder groups, associations, and other organizations at the Board's discretion. All representatives and alternates shall report to the Board in a timely manner on their activities. Directors may be allowed certain expenses for travel and membership as a representative or alternate. Reimbursable expenses shall be determined and approved at a regular Board meeting before expenses are incurred.

**Representation Limitation**

When expressing an opinion about any aspect of District business, each Director Representative should clearly state that he or she is expressing a personal opinion that is not a Board position, unless the representative has been directed by the Board to express an official District policy or position or decision, which has been approved by the Board.

# 5. Board Meetings

Under the Ralph M. Brown Act (Government Code sections 54950, et seq.) all meetings of the Board must be open to the public, publicized and noticed properly, conducted according to agenda and meeting procedures, and be documented; however, exceptional meetings may be noticed and conducted as closed sessions, which are not open to the public.

A majority of the Board shall not discuss or reach consensus on any matter under the jurisdiction of the District other than during a meeting of the Board.

**Meeting Structure**
Board meetings are conducted in accordance with Roberts Rules of Order and Rosenberg's Rules of Order.

**Regular Meetings**
The schedule for Board meetings will be determined at the annual organizational meeting, typically held in December.

The Clerk of the Board will prepare an agenda for each regular meeting after consulting with the General Manager and/or Board President. The agenda has a brief description of each agenda item. District staff will provide the Board packet to all Directors one week in advance of each regular meeting upon receiving a finalized agenda.

Only items that are stated on an agenda may be discussed in the meeting. The agenda is posted at least seventy-two hours before the regular meeting.

The Board, by majority vote or as otherwise provided by law, may modify the agenda before the first matter is considered. To the extent time permits, all matters on the agenda shall be considered and this is done in the order of the agenda's noticed or modified sequence.

No action may be taken on any matter that is not noticed on the posted agenda, with very limited exceptions. Agenda items that are not considered or completed at a meeting for lack of time may become an agenda item in a subsequent meeting.

A regular meeting agenda may include a closed session; *see* section on **Closed Sessions**.

**Special Meetings**
A special meeting of the Board may be called as needed by the Board President or by a majority of the Board.

The Clerk of the Board will prepare the agenda for the special meeting, which contains a brief description of each agenda item, after consulting with the General Manager and/or Board President. This agenda is posted at least twenty-four hours before the special meeting. Only business identified in the agenda shall be considered or discussed at a special meeting.

A special meeting agenda may include a closed session; The Board may meet in closed session during a special meeting; *see* section on **Closed Sessions**.

**Emergency Meetings**
Sometimes an emergency requires prompt action. An emergency meeting may occur without complying with special meeting posting and notice requirements.

An "emergency" includes any of these situations:

a) A work stoppage or other activity severely threatens or impairs public health, safety, or both, as determined by a majority of the Board.
b) A crippling disaster severely impairs or threatens public health, safety, or both, as determined by a majority of the Board.

The Board shall not meet in closed session during any emergency meeting. All special meeting requirements apply to emergency meetings except the twenty-four hour notice requirement.

**Use of Legal Counsel**
All questions concerning District business shall be funneled through the General Manager or Board President only.

**Closed Sessions**
In specific instances, Board business may be conducted in closed sessions, which are not open to the public. The exceptional circumstances allowing for a closed session are specified in the Ralph M. Brown Act. Generally, these are circumstances concerning claims, litigation, potential litigation, labor negotiations, real estate negotiations, and personnel.

The particular exception allowing for the closed session must be specified in the agenda. No other matter may be discussed in the closed session. Although not always required, District Legal Counsel usually attends all closed sessions.

The District's right and need to conduct some of its business confidentially and to have legal confidences are not subject to "waiver" by any Director. The District is entitled to protect its privileged official information. Evidence Code, § 1040. No Director may be asked about what happened in a closed session and no Director is allowed to disclose what was discussed or occurred in a closed session. *Kleitman v. Superior Court (Wesley)* (1999) 74 Cal.App.4th 324.

**Quorum Required**
No Director may take any action or make any representation that results in 1) budgeting or expending District funds, 2) establishing any procedure or policy, or 3) taking any action on behalf of the Board. All of such action requires a quorum of the Board to be present in a public meeting and Board agreement during a noticed and properly conducted meeting.

Action may be taken only by a majority vote of the Board. Three Directors constitute a quorum. A quorum is required to conduct business and to take action. When there is only a quorum to take action, all votes must be unanimous.

A Director who abstains from voting will be identified in the minutes as "Abstaining." If there is an abstention when only a quorum is present, the Board cannot take action. For the same reason, if there are two abstentions when all five Directors are present and action requires a two-thirds vote, no action may be taken.

# 6. Board Compensation

**Board/Committee Meetings**
Effective May 10, 2021, Directors are paid $220.00 for each day's attendance at a regular or special meeting of the Board or a standing or ad hoc committee. (MSD Ordinance No. 17). Compensation for regularly scheduled meetings will be reviewed at the annual organizational meeting.

**Conference/Seminar**
A Director authorized and requested by the Board to attend a conference or seminar shall be compensated $137.50 per day for each day of attendance, and no travel day will be compensated. (MSD Ordinance No. 14).

**Other Authorized Meetings**
A Director authorized and requested by the Board to serve as an officer or liaison to affiliated agencies as an official District representative shall be compensated $137.50 per day for each day of attendance. (MSD Ordinance No. 14).

Prior authorization must be received from the Board in a public meeting in order to receive per diem compensation and expense reimbursement. An authorized representative Director shall provide a brief report of the meeting at the next regular Board meeting.

Compensation for meetings and services is limited to six days in any calendar month. (MSD Ordinance No. 14).

Daily compensation shall be for one meeting at the highest applicable compensation rate regardless how many meetings were attended that day.

District policy stated in Ordinance No. 14 is pursuant to section 53232.1 (b) of the Government Code: "A local agency may pay compensation for attendance at occurrences (other than meetings) only if the governing body has adopted, in a public meeting, a written policy specifying other types of occasions that constitute the performance of official duties for which a member of the legislative body may receive payment."

# 7. Board Travel

The Board has decided that it is in the District's best interests if its Directors participate, from time to time, in conferences, seminars, and meetings related to the governance of public agencies, especially agencies responsible for wastewater collection, treatment, and disposal. The Board has adopted the following policies for Director participation; additionally, Directors are required to comply with ethical, disclosure, and conflict of interest laws and standards.

**Vendor/Consultant Benefits**
The Board discourages the acceptance of gifts, gratuities, trips, and similar incentives and benefits from vendors and or consultants.

**Registration**
Registration fees for conferences, seminars, workshops, and meetings will be paid directly and in advance by the District. Extra registration or other fees for spouses or guests will not be paid by the District.

**Transportation**
An authorized Director should try to arrange for the District to be billed in advance for public transportation. The use of a private vehicle will be compensated at the mileage rate allowed by the Internal Revenue Service. Under no circumstance will the reimbursement for transportation expense exceed the lowest cost for round trip airfare from Santa Barbara to the meeting site. Special travel requirements, such as rental car, taxi, or shuttle service, will be reimbursed from receipts and records provided by the Director. Travel costs for spouses or guests will not be paid by the District.

**Lodging**
If overnight stay is required, the authorized Director should arrange for the District to be billed in advance for lodging expenses. If prior arrangements are not possible, the Director may pay for lodging costs and reimbursement will be made from receipts and records. The District reimburses only the expense of normal lodging at a single occupancy rate, plus tax. It does not reimburse extra services or entertainment.

**Meals**
Directors will be compensated for meals, including non-alcoholic beverages, taxes, and gratuities purchased at their expense, unless these are provided by the conference or seminar, not to exceed the per diem rates periodically established and published by the County of Santa Barbara. The cost of meals offered as part of the conference format shall be fully reimbursed, unless the cost of such meals is covered in the conference registration fee.

# 8. Conflict of Interest

**Statement of Economic Interests**
Directors shall file statements of economic interest (Form 700) as required by the Fair Political Practices Commission; *see* 2 California Code of Regulations, section 18730. If newly appointed or elected, a Director must file an Assuming Office Statement within thirty days of assuming office. Annual statements for all Directors, covering the prior calendar year must be filed by April 1st. A Director must file a Leaving Office Statement within thirty days of leaving office.

**State Regulations**
All provisions of 2 California Code of Regulations, section 18730 and any amendments thereto are incorporated by reference.

**Compliance Requirements**
Directors shall comply with all provisions of the District's conflict of interest code, which the Board reviews every two years and files with the County of Santa Barbara.

**Abstaining from Voting**
When a disqualifying and disclosed financial conflict of interest exists, a Director shall abstain from participating in Board decision-making.

When a Director's actual or potential disqualifying financial conflict of interest should arise in the course of Board business, a Director shall disclose the conflict and should expect to abstain from discussion and voting on the related matter. When a Director should become aware of a potential or actual financial conflict of interest arising from an item being considered for an agenda or that has been noticed on a Board meeting agenda, the Director shall immediately inform the General Manager to allow determination whether it is a disqualifying conflict of interest.

A Director shall not attempt to influence how other Directors vote when a Director has a disqualifying financial conflict of interest.

When a Director has a disqualifying financial conflict of interest, immediately before the agenda item is discussed the Director shall disclose on the record and with sufficient specificity the actual or potential disqualifying financial conflict of interest, except a residence address.

Generally, if a matter is not on the consent agenda, a Director shall leave the Board table during deliberation of or action on the agenda item for which the Director has a disqualifying conflict, but the Director may remain in the hearing room and address the Board on the matter solely as a member of the public. (Government Code sections 87100, 87101, 87103, 87105, 87200; FPPC regulations 18700 - 18707).

**Incompatible Offices**
A Director shall not hold incompatible public offices. A Director may not hold any other public office with any duty that might require action contradictory to or inconsistent with his or her duties as a District Director. At all times, a Director's sole loyalty should be to the District. Each Director shall become informed of and adhere to the requirements of section 1099 of the Government Code.

# 9. Board Training

**Ethics Training**
Every two years, each District Director is required to receive at least two hours of required ethics training pursuant to Government Code §532.35. Each new Director must complete this ethics training within one year of taking the oath of office and every two years thereafter.

**Sexual Harassment Training**
Every two years, each Director is required to receive two hours of sexual harassment training pursuant to Government Code §12950.1. Each new Director shall receive this sexual harassment training within six months of taking office and every two years thereafter.

The District shall provide the Directors with information and education opportunities to satisfy the required board training. Directors may be allowed actual and necessary travel, meals, and lodging to attend trainings as approved by the Board.

Upon completion of required training, Directors shall file documentation to prove they have received required training to the Clerk of the Board.

# 10. Revision Log

The Board Policies and Procedures Manual should be reviewed annually by the Board of Directors. This review shall focus on evaluating the effectiveness of the Manual, and ensure that there are no conflicts between the manual and any actions taken by the Board in the previous year. Any time substantial changes are made to the Board Policies and Procedures, the General Manager will present the changes to District staff.

The table below provides a revision log for recent versions of Board Policies and Procedure manuals:

| Revision Date | Document Name | Editors |
|---|---|---|
| June 2021 | Board of Directors Policy and Procedure Manual 2021 | Ad hoc Committee (Directors Johnson and Newquist) |
| November 2021 | Board of Directors Policy and Procedure Manual 2021 | Ad hoc Committee (Directors Johnson and Newquist) |

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# MONTECITO SANITARY DISTRICT

# STAFF REPORT – 7F

**DATE:** January 27, 2025

**TO:** Board of Directors

**FROM:** John Weigold, General Manager

**SUBJECT:** Discussion on District Website

## RECOMMENDATION

It is recommended that the Board:

i) Discuss the District's website; and

ii) Taking such additional, related action that may be desirable.

## BACKGROUND

At the January 13, 2025 Regular Board Meeting the Board expressed a desire to discuss the District's Website.

Staff recommends the Board consider directing the Board's Public Information Committee to assist in identifying information and/or materials to place on the website for public consumption.

## FISCAL IMPACT

None

## ATTACHMENTS:

1. None