



2435 Wallace Avenue, Summerland CA

## **Regular Board of Directors Meeting**

Thursday September 9, 2021 at 2:00 P.M.

### **NOTES**

This meeting will be held at the District's Treatment Plant. Public may listen to the meeting telephonically by calling +1 669 900 6833 (San Jose) Meeting Code ID: 983 226 8568 or through the internet at <https://us02web.zoom.us/j/9832268568?pwd=ZlFYMERld0tBMlownk5BYTdTZXpQQT09>

Public is also permitted at the meeting utilizing social distancing protocols. Should you wish to participate in the meeting by offering comments on either non-agenda or agenda related items, please follow the instructions set forth in Item IV of the agenda.

Materials related to an item on this Agenda, which are part of the agenda packet, are available for public inspection on the District website [www.summerlandsd.org](http://www.summerlandsd.org)

### **AGENDA**

- I. **CALL TO ORDER/ROLL CALL**
- II. **PLEDGE OF ALLEGIANCE**
- III. **APPROVAL OF THE AGENDA**  
The Board President will ask the Board, public, staff, and legal counsel if there are any additions and/or modifications to the Agenda.
- IV. **PUBLIC COMMENT** [Non-Agenda Items]  
Those wishing to offer public comment must submit a speaker slip to the Clerk of the Board. Or when participation remotely: email comments to at [info@summerlandsd.org](mailto:info@summerlandsd.org) at least 30 minutes prior to the meeting, or provide a telephone number at 805-969-4344 to the Clerk of the Board (which the Clerk will call during the meeting and provide opportunity for such comment). Three- minute time limit will be imposed.
- V. **APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF AUGUST 12, 2021**  
[Action Item]
- VI. **APPROVAL OF THE MONTHLY EXPENSES FOR AUGUST 2021, INCLUDING PAYROLL AND PETTY CASH** [Action item]
- VII. **COMMITTEE REPORTS UPDATES**
  - A. Finance Committee Report
  - B. Administration, Operations & Personnel (AOP) Committee Report
  - C. Ad Hoc/Rate Study Committee Report

**SUMMERLAND SANITARY DISTRICT**  
**Regular Board of Directors Meeting**  
**AGENDA**

**VIII. CLOSED SESSION**

Conference with Legal Counsel- Existing Litigation (Subdivision (d)(1) of Section §54956.9)  
Title of Case: Santa Barbara Superior Court Case Number: 18CV01923/Court of Appeal Case No. B298730. Lucinda Malott Successor Trustee versus Summerland Sanitary District.

**IX. NEW BUSINESS**

**A. Montecito Water District Enhance Recycle Water Feasibility Study (ERWFS), General Manager Nick Turner.**

Description: General Manager, Mr. Turner contacted the District to inquire if SSD has interest in being updated and involved in ERWFS process. Mr. Turner will join the meeting via Zoom to answer any of the questions the Board may have.

Staff Recommendation: See staff report for additional information and recommendation.

**B. Report from the Board President on the “Exellence in Safety” Award Ceremony**

Description: The Board president, Mr. Novis, attended the SDRMA award ceremony on September 1, 2021, to receive the McMurchie Excellence in Safety Award for the Small Member Category in Monterey. Mr. Novis will report on this event.

**C. Discussion of Recruitment for New General Counsel Legal Services**

Description: The Board will consider receiving proposals for general counsel services and to direct staff regarding next steps in the selection and engagement process.

**X. FINANCIAL STATUS REPORT AUGUST 2021**

The Board will receive a Financial Status and Cash Balances Reports for Funds 5215, 5216 & 5217 and can request staff for explanation. The Board will be asked to accept the report as presented.

**XI. OPERATIONS MANAGER REPORT**

The Operations Manager will provide a written report on operations, facility and collection system maintenance & affairs and will provide explanation where requested.

**XII. DISTRICT ADMINISTRATIVE MANAGER REPORT**

The District Administrative Manager will provide a written report on District’s administrative affairs and will provide explanation where requested.

**XIII. BOARD COMMUNICATIONS**

- A. Board Communications.
- B. Items for future Board meetings.
- C. Next Board meeting date.

**XIV. ADJOURNMENT**



## Minutes of the Regular Board of Directors Meeting

Thursday August 12, 2021, at 3:00 P.M.

These are the minutes of the regular board meeting of the Governing Board of the Summerland Sanitary District. The Governing Board of the Summerland Sanitary District held a regular meeting at 2435 Wallace Avenue, Summerland, California.

Public was able to listen to the meeting telephonically by calling +1 669 900 6833 (San Jose), code 983 226 8568 or through the internet at <https://us02web.zoom.us/j/9832268568>. Public was also permitted at the meeting utilizing social distancing protocols.

The agenda notice for this meeting, including instructions for the public to provide comments and/or participate in the electronic meeting, was posted at the district's website, bulletin board and at the post office at least 72-hours in advance of the meeting.

PRESIDENT D. NOVIS CALLED THE REGULAR BOARD MEETING TO ORDER AT 3:00 P.M.

I. CALL TO ORDER/ROLL CALL

DIRECTORS PRESENT	JOLENE COLOMY DAVID NOVIS JOHN FRANKLIN JAMES WITMER MARTIN TUCKER
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ABSENT	-
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ALSO PRESENT	NOE AGUILAR VEGA      Operations Manager MARJON SOUZA          District Administrative Manager GREGORY PATTERSON    District Legal Counsel (via Zoom)
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II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

President D. Novis asked if there were any modifications and/or changes to the agenda. Hearing none, the agenda was approved as submitted.

IV. PUBLIC COMMENT [NON-AGENDA ITEMS]

No public comments were submitted, and no public was present via telephone, or Zoom at this time.

V. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF JULY 8, 2021 [Action-item]

A motion was made by Director M. Tucker to approve the minutes of the Regular Board Meeting of July 8, 2021. The motion was seconded by Director J. Franklin. The motion was carried by the following roll call vote:

AYES:	5	J. Colomy, J. Franklin, D. Novis, M. Tucker, J. Witmer
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

VI. APPROVAL OF THE MONTHLY EXPENSES FOR JULY 2021, INCLUDING PAYROLL AND PETTY CASH  
[Action-item]

District Management answered and clarified questions the Board had about pay out of bills. A motion was made by Director J. Colomy to approve the monthly expenses, including payroll and petty cash totaling \$128,180 for Fund 5215. The motion was seconded by Director J. Franklin and was carried by the following roll call vote:

AYES:	5	J. Colomy, J. Franklin, D. Novis, M. Tucker, J. Witmer
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

VII. COMMITTEE REPORTS

A. Finance Committee Report

The Finance Committee did not meet.

B. Administration, Operations & Personnel (AOP-) Committee

The AOP-Committee did not meet.

C. Ad hoc /Rate Study Committee

The Committee met on August 3rd with staff N. Aguilar Vega and M. Souza. A committee report will be given under the agenda item IX New Business A: Rate Study Proposals.

At 3:05 p.m. President Novis requested Operations Manager N. Aguilar to discuss Item B under IX New Business first since Legal Counsel was scheduled to join the meeting in 5 minutes.

**B. Backhoe Loader Quotes and Purchasing Request**

The Board received copies of quotes submitted to the Operations Manager for a new backhoe loader. The Board was requested to authorize the Operations Manager to complete the purchase of the backhoe loader as submitted by the lowest bidder.

Operations Manager N. Aguilar Vega informed the Board with the following: As discussed during the previous board meetings the current backhoe loader is leaking hydraulic fluid. The hydraulic repair for this has been quoted at \$9,000. The district's backhoe is 19 years old, and the repair will provide the backhoe with a longer life, probably 5 years, but the backhoe might need additional repairs in the coming years as well. The repair will be temporary, and the coastal climate is also taking a toll on the backhoe. If the District's backhoe is actioned off in its current state an estimated \$17,000 to \$23,000 was quoted

by the auctioneer. The quotes received for a new backhoe by Quinn and Coastline Equipment were respectively \$94,189 and \$80,766. The quotes that were included in the board meeting package were discussed. Operations Manager N. Aguilar Vega recommend purchasing a new backhoe and to auction off the current district's backhoe loader and recommends that the Board approves the purchase of a John Deere 310L Backhoe Loader from Coastline Equipment.

A motion was made by Director J. Franklin to approve the purchase of a John Deere 310L Backhoe Loader from Coastline Equipment and to authorize the Operations Manager to complete the purchase of the backhoe loader as submitted by the lowest bidder. The motion was seconded by Director J. Colomy and was carried by the following roll call vote:

AYES:	5	J. Colomy, J. Franklin, D. Novis, M. Tucker, J. Witmer
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

VIII. **CLOSED SESSION**

Conference with Legal Counsel- Existing Litigation (Subdivision (d)(1) of Section §54956.9)  
Title of Case: Santa Barbara Superior Court Case Number: 18CV01923/Court of Appeal Case No. B298730. Lucinda Malott Successor Trustee versus Summerland Sanitary District.

Board President, D. Novis, announced that the Board entered in a closed session with legal counsel and staff at 3:14 p.m. to discuss closed session item: *Conference with Legal Counsel- Existing Litigation (Subdivision (d)(1) of Section §54956.9)*

President D. Novis announced that the Board reconvened the closed session at 3:46 p.m. and reported that no action was taken.

IX. **NEW BUSINESS** [Action-Items]

**A. Rate Study Proposals**

The Board of Directors received a Rate Study Proposal from HF&H Consultants and a Rate study proposal from NBS. The Board was requested to approve one of the proposals. The Ad Hoc Rate Study Committee reviewed both proposals at their meeting on August 3, 2021.

The Ad Hoc Rate Study Committee and Staff reviewed and discussed both proposals at their August 3<sup>rd</sup> meeting. During the process staff had several conversations with both consultant firms. Both proposals were very well written, and the committee and staff would have felt comfortable working with both agencies. NBS proposal had a slight preference since the steps and process was very well defined. Work reference for rate studies performed with other sanitary district were recent and with the reference check NBS was recommended. Price point was the lowest for NBS. Staff Souza said that she trusted both firms to do a good job but had a slight preference towards NBS also since valued recommendations were given during the initial conversations.

Summerland Sanitary District  
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A motion was made by Director J. Witmer to approve the Rate Study Proposal from NBS. The motion was seconded by Director J. Franklin and was carried by the following roll call vote:

AYES:	5	J. Colomy, J. Franklin, D. Novis, M. Tucker, J. Witmer
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

X. FINANCIAL STATUS REPORT JULY 2021

The Board received a Financial Status and Cash Balances Reports for Funds 5215, 5216 & 5217 and staff provided explanation where requested. The Board accepted the report as presented.

XI. OPERATIONS MANAGER REPORT

Operations Manager N. Aguilar Vega provided a written report and answered questions the board had regarding the report. Mr. Aguilar Vega informed the Board the following:

- The district's new employee Mr. Ronnie Perez started on July 20, 2021.
- The annual effluent sampling was completed.
- The project "connecting the aeration blowers to the SCADA alarm system" was completed in July 2021.

XII. DISTRICT ADMINISTRATIVE MANAGER REPORT

District Administrative Manager M. Souza provided a written report and answered questions the board had regarding the report. The district received the McMurchie in Excellence in Safety Award for the Worker's Compensation Program. Board President D. Novis will represent the District during the SDRMA awards breakfast on September 1<sup>st</sup> in Monterey.

XIII. BOARD COMMUNICATIONS

- A. Board communications
- B. Items for future Board meetings
- C. Next Board meeting date:

Regular Board Meeting Thursday September 9, 2021, at 2:00 p.m.

XIV. ADJOURNMENT

A motion was made by Director J. Witmer to adjourn the Regular Board meeting at 4:11 p.m. The motion was seconded by Director J. Franklin and was carried by five ayes.

Respectfully submitted:

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Jolene Colomy  
Board Secretary

Date: September 9, 2021

Minutes prepared by M. Souza



# Expenditure Transactions

Disbursement Report August 2021

From 8/1/2021 to 8/31/2021

Selection Criteria: Fund = 5215, 5216, 5217

Layout Options: Summarized By = Fund; Page Break At = Fund; Columns = Vendor

## Fund 5215 -- SummerInd San Dist Running Exp

Document	Post On	Dept	LIAcct	Description	Amount	Vendor	Vendor Name
JE - 0222909	8/1/2021		6475	HRA Administrative Fee - JUL 2021	9.00		
CLM - 0646180	8/5/2021		7053	Internet and phone June 26- Aug 26 (2 months)	762.26	776537	COX COMMUNICATIONS - BUSINESS
CLM - 0646245	8/6/2021		7763	Drinking water July 2021	37.96	067307	CULLIGAN OF VENTURA COUNTY
CLM - 0646248	8/6/2021		7516	Dig alert ticket cost July 2021	18.15	828128	UNDERGROUND SERVICE ALERT
CLM - 0646253	8/6/2021		7516	Annual Hazardous Material Permit Invoice	499.00	114120	COUNTY OF SANTA BARBARA EHS CUPA
CLM - 0646256	8/6/2021		7030	company t-shirts	615.85	171954	STP Screenprinting
CLM - 0646258	8/6/2021		7362	Keys for dumpster enclosure Lock	5.72	151096	CARPINTERIA VALLEY LUMBER CO
CLM - 0646260	8/6/2021		7362	Parts for broken reclaimed pipeline & irrigation s	339.18	116421	SITE ONE LANDSCAPE SUPPLY LLC
CLM - 0646261	8/6/2021		7121	520 Gallons of Sodium Bisulfite	1,649.64	214614	UNIVAR SOLUTIONS USA INC
CLM - 0646690	8/10/2021		7030	Work pants, Work Boots (4)	1,411.92	790180	Summerland Sanitary District
CLM - 0646690	8/10/2021		7362	Padlock Front Gate Fire Department	142.23	790180	Summerland Sanitary District
CLM - 0646690	8/10/2021		7450	Office and Household supplies	123.07	790180	Summerland Sanitary District
CLM - 0646690	8/10/2021		7450	Monthly Subscription Zoom & Office 365	23.24	790180	Summerland Sanitary District
CLM - 0646690	8/10/2021		7459	New Laptop (replacement)	490.14	790180	Summerland Sanitary District
CLM - 0647295	8/13/2021		7110	Comp. RBM 08/12/2021	175.00	009934	JOLENE M COLOMY
JE - 0223109	8/15/2021		6400	Retirement Contr. Payroll 08-15-2021	7,403.77		
JE - 0223109	8/15/2021		6475	Retirement Healthcare Contr. retirees 08-15-2021	241.67		
CLM - 0647275	8/16/2021		6100	Regular Salaries Aug 1-15, 2021	16,076.77	790178	Summerland Sanitary District
CLM - 0647275	8/16/2021		6270	Standby Aug 1-15, 2021	340.40	790178	Summerland Sanitary District
CLM - 0647275	8/16/2021		6500	Medicare and Fica Aug 1-15, 2021	1,326.92	790178	Summerland Sanitary District
CLM - 0647283	8/16/2021		6600	Dental, Vision and Life Ins. September 2021	345.88	002073	SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
CLM - 0647284	8/16/2021		7110	Comp. Agenda Setting Meeting 08/05/2021	175.00	026964	DAVID NOVIS
CLM - 0647287	8/16/2021		7053	Phone Wireless July 2021	206.58	297454	VERIZON WIRELESS
CLM - 0647290	8/16/2021		7404	FGL Lab testing 06/15/21 -7/21/21	1,529.00	270150	FGL ENVIRONMENTAL INC
CLM - 0647291	8/16/2021		7763	Water July 2021	146.10	556712	MONTECITO WATER DISTRICT
CLM - 0647293	8/16/2021		7030	Safety vest for New Employee	59.46	004980	ULINE INC
CLM - 0647294	8/16/2021		6600	Medical Benefits September 2021	5,232.40	002073	SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
CLM - 0647296	8/16/2021		7110	Comp. RBM 08/12/2021	175.00	009758	MARTIN TUCKER

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# Expenditure Transactions

From 8/1/2021 to 8/31/2021

Selection Criteria: Fund = 5215, 5216, 5217

Layout Options: Summarized By = Fund; Page Break At = Fund; Columns = Vendor

## Fund 5215 -- Summerlnd San Dist Running Exp

Document	Post On	Dept	LIAcct	Description	Amount	Vendor	Vendor Name
CLM - 0647297	8/16/2021		7110	Comp. RBM 08/12/2021	175.00	026964	DAVID NOVIS
CLM - 0647298	8/16/2021		7110	Comp. RBM 08/12/2021	175.00	765907	John Franklin
CLM - 0647299	8/16/2021		7110	Comp. RBM 08/12/2021	175.00	091927	JAMES WITMER
CLM - 0647301	8/16/2021		7110	Comp. Ad Hoc/ Rate Study Comm 08/03/21	175.00	009934	JOLENE M COLOMY
CLM - 0647302	8/16/2021		7110	Comp. Ad Hoc/ Rate Study Comm 08/03/21	175.00	765907	John Franklin
MIC - 0154898	8/16/2021		7324	Accounting Services BP&W, LLP 1st inv.	2,530.00	067460	BARTLETT PRINGLE & WOLF
MIC - 0154898	8/16/2021		7324	Accounting Services BP&W, LLP 2nd inv.	1,970.00	067460	BARTLETT PRINGLE & WOLF
CLM - 0648215	8/20/2021		7510	Call Center Service - July 2021 minus credit	34.15	106048	CENTRAL COMMUNICATIONS
CLM - 0648217	8/20/2021		7764	Trash Service July 2021	342.28	509950	MARBORG INDUSTRIES
CLM - 0648220	8/20/2021		7731	Gasoline July + 2 trips out of town pick up mat.	205.86	522736	McCormix Corporation
CLM - 0648221	8/20/2021		7460	Trouble Shoot Blower #2	216.00	798153	Taft Electric Company
CLM - 0648228	8/20/2021		7450	Confirmed Copy cost of dedication agreement	4.00	790180	Summerland Sanitary District
CLM - 0648228	8/20/2021		7510	Intuit Quickb. Payroll Program June 16 - Aug 15 (2	122.00	790180	Summerland Sanitary District
MIC - 0155110	8/20/2021		7363	Quinn: Annual Servicing of TP Generator	743.39	003863	QUINN POWER SYSTEMS
MIC - 0155110	8/20/2021		7363	Quinn: Annual Servicing of LS#1	602.31	003863	QUINN POWER SYSTEMS
MIC - 0155110	8/20/2021		7363	Quinn: Annual Servicing of LS#2	602.31	003863	QUINN POWER SYSTEMS
MIC - 0155110	8/20/2021		7363	Quinn: Annual Servicing of LS#3	709.74	003863	QUINN POWER SYSTEMS
CLM - 0649111	8/27/2021		7053	Phone line liftstations 08/13-09/12/21	170.32	075391	FRONTIER
CLM - 0649118	8/27/2021		7761	Electric Bill July 2 through August 2, 2021	4,313.42	767200	SOUTHERN CALIFORNIA EDISON
CLM - 0649764	8/31/2021		6100	Regular Salaries Aug 16-31, 2021	17,423.37	790178	Summerland Sanitary District
CLM - 0649764	8/31/2021		6270	Standby Aug 16-31, 2021	561.66	790178	Summerland Sanitary District
CLM - 0649764	8/31/2021		6300	Overtime Aug 16-31, 2021	0.00	790178	Summerland Sanitary District
CLM - 0649764	8/31/2021		6500	Medicare and Fica Aug 16-31, 2021	1,453.31	790178	Summerland Sanitary District
JE - 0223838	8/31/2021		6400	Retirement Contr. Payroll 08-31-2021	8,028.27		
JE - 0223838	8/31/2021		6475	Retirement Healthcare Contr. retirees 08-31-2021	241.67		
Total Summerlnd San Dist Running Exp					80,710.37		



# Expenditure Transactions

From 8/1/2021 to 8/31/2021

Selection Criteria: Fund = 5215, 5216, 5217

Layout Options: Summarized By = Fund; Page Break At = Fund; Columns = Vendor

## Fund 5216 -- Summerland San Cap Facilities

Document	Post On	Dept	LIAcct	Description	Amount	Vendor	Vendor Name
CLM - 0646263	8/6/2021		8300	Express II input Card for TP Alarm Dialer	412.52	835122	USA BLUEBOOK
CLM - 0648223	8/20/2021		8300	Mat. & Labor Connection of Blowers to SCADA Alarm	2,385.97	226497	ELECTRICAL INSTRUMENTATION SERVICES
CLM - 0649115	8/27/2021		8300	1HP, 1750 RPM, 208V/60Hz/3PH sub. pump	1,845.86	569122	Multi W Systems
				Total Summerland San Cap Facilities	4,644.35		

# Expenditure Transactions

From 8/1/2021 to 8/31/2021

Selection Criteria: Fund = 5215, 5216, 5217

Layout Options: Summarized By = Fund; Page Break At = Fund; Columns = Vendor

## Fund 5217 -- SummerInd San Dist-Capital Rep

Document	Post On	Dept	LIAcct	Description	Amount	Vendor	Vendor Name
CLM - 0646690	8/10/2021		8300	John Deere Lawn Mower Tractor	2,282.66	790180	Summerland Sanitary District
CLM - 0647289	8/16/2021		8400	Golden Gate Mainline Emergency Repair 2021	18,715.00	813262	TIERRA CONTRACTING INC
Total SummerInd San Dist-Capital Rep					20,997.66		



## Board of Directors Meeting STAFF REPORT

TO : Board of Directors

FROM : Management

DATE : September 3, 2021

RE : **Montecito Water District Enhanced Recycle Water Feasibility Study**

**REQUESTED ACTION:** Staff was contacted via email on August 19, 2021, by Nick Turner, General Manager of Montecito Water District. Mr. Turner asked if Summerland Sanitary District has an interest to be updated and involved with process of the Enhance Recycled Water Feasibility Study and if so, at what level.

**INFORMATION:** Montecito Water District and Montecito Sanitary District Boards voted to move forward with an Enhanced Recycled Water Feasibility Study that will focus on: IPR (Indirect Potable Reuse) for example injection in the ground water basin and DPR (Direct Potable Use) for example irrigation water used for watering parks, golf courses etc. Carolla Engineers and WSC were retained with a budget cost of \$450,000.

The feasibility study will involve exploring working with Carpinteria Sanitary District/Carp Valley Water District to examine the possibility to have Montecito Sanitary District's effluent water transported to the Carpinteria Sanitary District facility for injection into the ground water basin. It also involves exploring another possibility: effluent water will be transported to the City of SB. The City of SB only does Direct Potable Reuse (irrigation of grounds) at this moment and are not working towards a more advanced IPR (injection in groundwater basin) until 2030-2035. MSD and MWD are kicking off the study in the next several weeks.

If the study results that the MSD treated effluent can be transported to CSD; this could possibly provide an opportunity for SSD's treated effluent to be transported as well.

Mr. Turner said that SSD is welcome to be involved at some of the steps, or at key milestones to be updated.

**STAFF COMMENTS:** Management had a conversation with Mr. Turner on August 23<sup>rd</sup> to find out the information above. This information was shared with the Board President Mr. Novis. Mr. Turner said that he was available to join the RBM of September 9, 2021, to answer questions the board may have. FYI: There are no merging conversations happening for now between the two agencies.

**RECOMMENDATION:** Staff recommends that Summerland Sanitary District should be involved at milestones, until the path forward becomes clear.

# Financial Status

Report August 31, 2021

As of: 8/31/2021 (17% Elapsed)  
Accounting Period: OPEN

Selection Criteria: Fund = 5215, 5216, 5217

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

## Fund 5215 -- SummerInd San Dist Running Exp

Line Item Account	6/30/2022 Fiscal Year Adjusted Budget	8/31/2021 Year-To-Date Actual	6/30/2022 Fiscal Year Variance	6/30/2022 Fiscal Year Pct of Budget
<b>Revenues</b>				
<b>Taxes</b>				
3010 -- Property Tax-Current Secured	240,000.00	-378.31	-240,378.31	-0.16 %
3011 -- Property Tax-Unitary	0.00	0.01	0.01	--
3015 -- PT PY Corr/Escapes Secured	0.00	60.78	60.78	--
3020 -- Property Tax-Current Unsecd	9,500.00	30.67	-9,469.33	0.32 %
3023 -- PT PY Corr/Escapes Unsecured	0.00	5.02	5.02	--
3040 -- Property Tax-Prior Secured	0.00	-28.19	-28.19	--
3050 -- Property Tax-Prior Unsecured	0.00	3.76	3.76	--
3054 -- Supplemental Pty Tax-Current	3,500.00	1,242.75	-2,257.25	35.51 %
3056 -- Supplemental Pty Tax-Prior	0.00	-187.13	-187.13	--
Taxes	253,000.00	749.36	-252,250.64	0.30 %
<b>Fines, Forfeitures, and Penalties</b>				
3057 -- PT-506 Int, 480 CIOS/CIC Pen	0.00	0.90	0.90	--
Fines, Forfeitures, and Penalties	0.00	0.90	0.90	--
<b>Use of Money and Property</b>				
3380 -- Interest Income	7,500.00	0.00	-7,500.00	0.00 %
3381 -- Unrealized Gain/Loss Invstmnts	1,000.00	0.00	-1,000.00	0.00 %
Use of Money and Property	8,500.00	0.00	-8,500.00	0.00 %
<b>Intergovernmental Revenue-State</b>				
4220 -- Homeowners Property Tax Relief	1,000.00	0.00	-1,000.00	0.00 %
Intergovernmental Revenue-State	1,000.00	0.00	-1,000.00	0.00 %
<b>Charges for Services</b>				
5091 -- Planning & Engnrg-Plan Ck Fes	2,800.00	0.00	-2,800.00	0.00 %
5430 -- Sanitation Services	1,047,721.00	-1,155.00	-1,048,876.00	-0.11 %
5433 -- Inspection Fees	4,800.00	0.00	-4,800.00	0.00 %



# Financial Status

As of: 8/31/2021 (17% Elapsed)  
Accounting Period: OPEN

Selection Criteria: Fund = 5215, 5216, 5217

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

## Fund 5215 -- SummerInd San Dist Running Exp

Line Item Account	6/30/2022 Fiscal Year Adjusted Budget	8/31/2021 Year-To-Date Actual	6/30/2022 Fiscal Year Variance	6/30/2022 Fiscal Year Pct of Budget
5746 -- Administrative Revenue	4,200.00	232.00	-3,968.00	5.52 %
Charges for Services	1,059,521.00	-923.00	-1,060,444.00	-0.09 %
Revenues	1,322,021.00	-172.74	-1,322,193.74	-0.01 %
<b>Expenditures</b>				
<b>Salaries and Employee Benefits</b>				
6100 -- Regular Salaries	423,718.00	63,911.37	359,806.63	15.08 %
6270 -- Stand-by Pay	12,500.00	1,753.06	10,746.94	14.02 %
6300 -- Overtime	4,200.00	272.32	3,927.68	6.48 %
6400 -- Retirement Contribution	161,254.00	29,484.68	131,769.32	18.28 %
6475 -- Retiree Medical OPEB	6,000.00	984.68	5,015.32	16.41 %
6500 -- FICA Contribution	33,371.00	5,315.91	28,055.09	15.93 %
6600 -- Health Insurance Contrib	80,095.00	16,734.84	63,360.16	20.89 %
6900 -- Workers Compensation	17,304.00	12,695.18	4,608.82	73.37 %
Salaries and Employee Benefits	738,442.00	131,152.04	607,289.96	17.76 %
<b>Services and Supplies</b>				
7030 -- Clothing and Personal	2,100.00	2,087.23	12.77	99.39 %
7053 -- Telephone Service Local	8,440.00	1,513.68	6,926.32	17.93 %
7090 -- Insurance	42,554.00	42,481.46	72.54	99.83 %
7110 -- Directors Fees	15,000.00	2,450.00	12,550.00	16.33 %
7121 -- Operating Supplies	32,800.00	4,221.90	28,578.10	12.87 %
7324 -- Audit and Accounting Fees	24,000.00	4,500.00	19,500.00	18.75 %
7362 -- Building Maintenance	8,000.00	1,385.38	6,614.62	17.32 %
7363 -- Equipment Maintenance	30,000.00	2,880.39	27,119.61	9.60 %
7404 -- Public Health Lab Serv	24,200.00	2,935.00	21,265.00	12.13 %
7430 -- Memberships	8,530.00	0.00	8,530.00	0.00 %
7450 -- Office Expense	4,000.00	294.74	3,705.26	7.37 %



# Financial Status

As of: 8/31/2021 (17% Elapsed)  
Accounting Period: OPEN

Selection Criteria: Fund = 5215, 5216, 5217

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

## Fund 5215 -- SummerInd San Dist Running Exp

Line Item Account	6/30/2022 Fiscal Year Adjusted Budget	8/31/2021 Year-To-Date Actual	6/30/2022 Fiscal Year Variance	6/30/2022 Fiscal Year Pct of Budget
7454 -- Books & Subscriptions	213.00	0.00	213.00	0.00 %
7459 -- IT Professional Services	4,000.00	513.38	3,486.62	12.83 %
7460 -- Professional & Special Service	44,400.00	506.00	43,894.00	1.14 %
7508 -- Legal Fees	45,000.00	1,458.35	43,541.65	3.24 %
7510 -- Contractual Services	8,240.00	176.08	8,063.92	2.14 %
7516 -- Permitting Services	9,560.00	517.15	9,042.85	5.41 %
7530 -- Publications & Legal Notices	600.00	267.50	332.50	44.58 %
7546 -- Administrative Expense	3,600.00	0.00	3,600.00	0.00 %
7630 -- Small Tools & Instruments	500.00	0.00	500.00	0.00 %
7653 -- Training Fees & Supplies	6,300.00	0.00	6,300.00	0.00 %
7671 -- Special Projects	8,800.00	0.00	8,800.00	0.00 %
7730 -- Transportation and Travel	1,000.00	0.00	1,000.00	0.00 %
7731 -- Gasoline-Oil-Fuel	2,900.00	336.86	2,563.14	11.62 %
7761 -- Electricity	41,000.00	8,430.03	32,569.97	20.56 %
7763 -- Water	2,560.00	378.20	2,181.80	14.77 %
7764 -- Refuse	4,200.00	675.95	3,524.05	16.09 %
Services and Supplies	382,497.00	78,009.28	304,487.72	20.39 %
Expenditures	1,120,939.00	209,161.32	911,777.68	18.66 %
SummerInd San Dist Running Exp	201,082.00	-209,334.06	-410,416.06	-104.10 %

# Financial Status

As of: 8/31/2021 (17% Elapsed)  
Accounting Period: OPEN

Selection Criteria: Fund = 5215, 5216, 5217

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

## Fund 5216 -- Summerland San Cap Facilities

Line Item Account	6/30/2022 Fiscal Year Adjusted Budget	8/31/2021 Year-To-Date Actual	6/30/2022 Fiscal Year Variance	6/30/2022 Fiscal Year Pct of Budget
<b>Revenues</b>				
<b>Use of Money and Property</b>				
3380 -- Interest Income	2,000.00	0.00	-2,000.00	0.00 %
Use of Money and Property	2,000.00	0.00	-2,000.00	0.00 %
<b>Charges for Services</b>				
5432 -- Connection Fees	12,317.00	0.00	-12,317.00	0.00 %
Charges for Services	12,317.00	0.00	-12,317.00	0.00 %
Revenues	14,317.00	0.00	-14,317.00	0.00 %
<b>Expenditures</b>				
<b>Capital Assets</b>				
8200 -- Structures&Struct Improvements	10,000.00	0.00	10,000.00	0.00 %
8300 -- Equipment	20,000.00	4,644.35	15,355.65	23.22 %
Capital Assets	30,000.00	4,644.35	25,355.65	15.48 %
Expenditures	30,000.00	4,644.35	25,355.65	15.48 %
Summerland San Cap Facilities	-15,683.00	-4,644.35	11,038.65	29.61 %

# Financial Status

As of: 8/31/2021 (17% Elapsed)  
Accounting Period: OPEN

Selection Criteria: Fund = 5215, 5216, 5217

Layout Options: Summarized By = Fund, LineItemAccount; Page Break At = Fund

## Fund 5217 -- SummerInd San Dist-Capital Rep

Line Item Account	6/30/2022 Fiscal Year Adjusted Budget	8/31/2021 Year-To-Date Actual	6/30/2022 Fiscal Year Variance	6/30/2022 Fiscal Year Pct of Budget
<b>Revenues</b>				
<b>Use of Money and Property</b>				
3380 -- Interest Income	3,000.00	0.00	-3,000.00	0.00 %
Use of Money and Property	3,000.00	0.00	-3,000.00	0.00 %
Revenues	3,000.00	0.00	-3,000.00	0.00 %
<b>Expenditures</b>				
<b>Capital Assets</b>				
8200 -- Structures&Struct Improvements	10,000.00	0.00	10,000.00	0.00 %
8300 -- Equipment	120,000.00	2,282.66	117,717.34	1.90 %
8400 -- Infrastructure	15,000.00	18,715.00	-3,715.00	124.77 %
Capital Assets	145,000.00	20,997.66	124,002.34	14.48 %
Expenditures	145,000.00	20,997.66	124,002.34	14.48 %
SummerInd San Dist-Capital Rep	-142,000.00	-20,997.66	121,002.34	14.79 %
Net Financial Impact	43,399.00	-234,976.07	-278,375.07	-541.43 %

## Cash Balances

As of: 8/31/2021  
Accounting Period: OPEN

Selection Criteria: Fund = 5215, 5216, 5217

Layout Options: Summarized By = Fund; Page Break At = Fund

Fund	8/1/2021 Beginning Balance	Month-To-Date Cash Receipts (+)	Month-To-Date Treasury Credits (+)	Month-To-Date Warrants and Wire Transfers (-)	Month-To-Date Treasury Debits (-)	8/31/2021 Ending Balance
5215 -- SummerInd San Dist Running Exp	597,938.42	232.00	36,404.16	0.00	117,442.07	517,132.51
5216 -- Summerland San Cap Facilities	250,200.72	0.00	0.00	0.00	4,644.35	245,556.37
5217 -- SummerInd San Dist-Capital Rep	1,349,823.69	0.00	0.00	0.00	20,997.66	1,328,826.03
Total Report	2,197,962.83	232.00	36,404.16	0.00	143,084.08	2,091,514.91

## **SUMMERLAND SANITARY DISTRICT**

### **Regular Board of Directors Meeting September 9, 2021 Operations Manager Report**

#### **OPERATIONS AND FACILITY MAINTENANCE:**

- Daily water meter readings being performed by staff. Water usage normal.
- On August 30, 2021, the monthly reports for July 2021 were sent in via CIWQS automated online program on a timely basis with one violation to report. The violation was for insufficient total suspended solids (TSS) removal. A letter of explanation was provided in the monthly report explaining that SSD is not in agreement with the TSS results provided by the contracting lab FGL. The reason for disagreement is due to the exceptional water quality produced the day the violation occurred and having a conversation with the Montecito Sanitary District Lab Manager who said that the result that was reported by FGL is not possible due to another sample that is intercorrelated with the TSS sample resulting of normal value.
- Replaced faulty sump pump located inside of treatment plant catch basin. The pump operated for over 15 years. Due to old age the impeller housing on the original pump corroded to the point of prohibiting the impeller from spinning. No repair was possible, therefore a new pump was purchased.
- The primary clarifier variable frequency drive (VFD) stopped operating. An electrical instrumentation technician diagnosed the VFD failure. The technician diagnosed the original VFD as being faulty and advised to purchase a new one. A new VFD has been ordered and a temporary VFD was installed to keep the primary clarifier operational.
- The district's CCTV Van was taken to an automotive repair shop to diagnose breaking problem. The break fluid line was discovered to have a crack on it and was repaired thereafter.
- Salty Dog Dive Service performed the annual outfall inspection as well as the clearing of the east diffuser. The inspection report findings were that no damages were found on the outfall pipe and that the repair clamp remains secure with all the bolts intact.
- Staff painted primary clarifier telescoping valves.
- Staff operated the belt press for 8 hours.
- Staff completed weekly grounds maintenance and landscape work which consists of mowing, weed whacking, blowing, edging, and raking. Grounds are watered weekly during dry months with reclaimed water.
- Staff enjoyed lunch at the Summerland Beach Cafe due to an injury free year last fiscal year.

#### **COLLECTION SYSTEM / LIFT STATIONS:**

- Staff continued monthly FOG (Fats, Oils and Grease) inspections at restaurants in town. All restaurants were in compliance.
- Staff made periodic rounds of the collection system to check for any problems, primarily checking the hot spot manholes to ensure proper flow activity.
- Staff conducted daily rounds at all lift stations to check for proper operation including the checking of each lift station's emergency generator and filling generators with fuel if necessary and performed maintenance.
- Staff cleaned 4,247 feet of sewer mainline.
- Staff repaired concrete collar of manhole R8031.



## **SUMMERLAND SANITARY DISTRICT**

Regular Board of Directors Meeting September 9, 2021

### **District Administrative Manager Report**

- Created a new webpage on the Summerland Sanitary District website. Uploaded and installed the new Costumers "Bill Pay" option for payments of administrative fees to the district.
- Annual Payroll Reconciliation resulted in a credit check of \$33.43 issued by SDRMA to be deposited in the Workers' Compensation line-item account.
- Financial Audit FY2020-21 has been scheduled for September 7th through the 10<sup>th</sup>. Audit will be done remotely again this year.
- Rate Study Project will start in the week of September 20<sup>th</sup>. An Ad-Hoc Committee meeting is scheduled for September 23<sup>rd</sup> at 10:00 a.m. Mr. Greg Clumpner from NBS will participate via Zoom.
- Completed the SBCERS Audit Reporting
- The district was contacted by Mr. Battles, attorney for the property owners of 2375 East-Finney Street. This property is located next to districts "Cary's Place" on which Lift Station I is located. The freeway widening project is impacting the lay-out of Finney Street. The property owners are proposing to change some of the landscaping and would like to build a fence that will run along the top of the district's Cary Place. Operations Manager Noe Aguilar Vega scheduled a meeting with the owners, Mr. Battles and me. We met onsite August 17<sup>th</sup>; discussed their proposed plans and showed the districts easements on the 2375 East Finney Street property. Owners will provide a more detailed plan and will take District's easements in account with their fencing and landscaping plan.

Scheduled days off:

September 16 and 17, 2021