



## Regular Board of Directors Meeting

Thursday, December 12, 2024, at 3:00 p.m.  
2435 Wallace Avenue, Summerland CA 93067

### NOTES

This meeting will be held at the District's office at 2435 Wallace Avenue in Summerland. The public may listen to the meeting telephonically by calling +1 669 900 6833 (San Jose) Meeting Code ID: 983 226 8568, **Passcode 123** or through the internet at

<https://us02web.zoom.us/j/9832268568?pwd=nl8jNgA5DOkwx950nKL4h0nmahQbj.1&omn=86049252946>

The public may also attend the meeting in person. Should you wish to participate 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's website at [www.summerlandsd.org](http://www.summerlandsd.org), or during normal business hours (8:00 a.m. - 4:00 p.m. weekdays) in the District's office.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (805) 969-4344. Notification 24 hours prior to the meeting will help the Clerk make reasonable arrangements to ensure accessibility to this meeting.

### AGENDA

- I. **CALL TO ORDER/ROLL CALL**
- II. **PLEDGE OF ALLEGIANCE**
- III. **APPROVAL OF THE AGENDA** [Action Item]  
The Board President will ask the Board, public, and staff if there are any additions or modifications to the Agenda.
- IV. **PUBLIC COMMENT** [Non-Agenda Items]  
The public may address the Governing Board on items of interest to the public that are not already on the agenda and are within the subject matter jurisdiction of the Board.  
The three-minute time limit is pursuant to District regulation.
- V. **ANNUAL ORGANIZATIONAL MEETING** [Action-item]  
Certificate of Appointment and Oath of Office for J. Franklin, P. Price, and G. Robinson, Election of the Board President and other Officers, Appointment of Committees, and other organizational decisions to be made by the Board.
- VI. **APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF OCTOBER 9, 2024**  
[Action Item]
- VII. **APPROVAL OF THE MONTHLY EXPENDITURES FOR OCTOBER AND NOVEMBER 2024, INCLUDING PAYROLL AND PETTY CASH** [Action Item]
- VIII. **COMMITTEE REPORTS**
  - A. Finance Committee Report
  - B. Administrative, Operations & Personnel Committee Report

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

- C. Ad-Hoc Strategic Committee Report
- D. Ad-Hoc Rate Study Committee Report

**IX. OLD BUSINESS ITEM**

- A. Ordinance No. 21: An Ordinance and Order of the Governing Board of the Summerland Sanitary District Adopting an Administrative Remedies Procedure for Challenges to Fees, Charges, and Assessments. [Action-Item]**

Description: The Board is requested to consider adopting Ordinance No. 21 An Ordinance and Order of the Governing Board of the Summerland Sanitary District Adopting an Administrative Remedies Procedure for Challenges to Fees, Charges, and Assessments.

Staff Recommendation: To adopt Ordinance No. 21.

**X. NEW BUSINESS ITEMS**

- A. Presentation by Carollo Engineering, Re Study Results of the Summerland Sanitary District – Montecito Sanitary District Collection System and Flow Equalization Analysis for Montecito Water District.**

Description: SSD, MSD, MWD, and the SB County Water Agency contracted with Carollo Engineering to perform a connection/flow equalization analysis between SSD-MSD. This study was completed in October 2024 and a presentation will be provided by Carollo Engineering to the Board.

- B. Proposal from ESA for conducting a Summerland Sanitary District Climate Change Adaptation Plan, Phase 1: Coastal Hazards Monitoring Plan \$49,893, and Phase 2: Life Expectancy Analysis \$17,673 [Action-Item]**

Description: The District is required by its NPDES operating license to conduct a Coastal Hazards Monitoring Plan by May 1, 2025, and a Life Expectancy Analysis by May 1, 2026. The Board will consider approving the presented proposal with a total of \$67,566.

Staff Recommendation: The Board is advised to approve the presented proposal and authorize the District Administrative Manager to enter a Professional Agreement Contract with ESA.

**XI. FINANCIAL STATUS REPORT OCTOBER AND NOVEMBER 2024 [Action Item]**

The Board will receive Financial Status and Cash Balance Reports for Funds 5215, 5216, and 5217 and may ask staff for explanations. The Board will be asked to accept the reports as presented.

**XII. OPERATIONS MANAGER REPORT**

The Operations Manager will provide a written report on operations, facility, collection system maintenance, and regulatory affairs and will provide explanations as requested.

**XIII. ADMINISTRATIVE MANAGER REPORT**

The Administrative Manager will provide a written report on the District's administrative and financial affairs and will provide explanations as requested.

**XIV. BOARD COMMUNICATIONS**

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

**XV. ADJOURNMENT**

THIS AGENDA WILL BE POSTED ON DECEMBER 9, 2024, ON THE SUMMERLAND SANITARY DISTRICT'S AND POST OFFICE BULLETIN BOARDS, AND THE SUMMERLAND SANITARY DISTRICT'S WEBSITE.



BOARD OF DIRECTORS REGULAR BOARD MEETING  
December 12, 2024

V. ANNUAL ORGANIZATIONAL MEETING

1. Certificates of Appointment and Oath of Offices

The Summerland Sanitary District received the Certificates of Appointments for the following candidates:

- John W. Franklin - 4-year term: December 6, 2024, through December 1, 2028
- Tricia T. Price - 4-year term: December 6, 2024, through December 1, 2028
- Gary W. Robinson - 4-year term: December 6, 2024, through December 1, 2028

The Clerk of the Board will administer the Oath of Office.

2. Annual Organization and Nominations

Board Officers shall be elected by the Board for one-year terms in December of each year.

3. Board President will ask the Clerk of the Board to verify the following:

- a. That the Oath(s) of Office have been taken pursuant to the requirements of the California Constitution, Elections Code §10554, and Government Code §1360, and;
- b. Compliance with the Political Reform Act (Statement of Economic Interest Report, Form 700) for all newly elected or appointed officials, and those leaving office (Government Code § 87202 and §87203).

(Clerk of the Board responds to the verification questions)

4. Board President Announces that:

"Pursuant to law, this is the time and place for the meeting to organize the members as a Governing Board."

5. Election of Board President

(Current Appointment: Jim Witmer)

- Nominee: \_\_\_\_\_
- Motion to Approve: \_\_\_\_\_
- Seconded By: \_\_\_\_\_

Clerk of the Board will hold a Roll Call Vote

Newly Elected President Presides

6. Election of the Following Officers

- a) Vice President (Current Appointment: Gary Robinson)

- Appointee(s): \_\_\_\_\_
- Motion to Approve: \_\_\_\_\_
- Seconded By: \_\_\_\_\_

- b) Secretary (Current Appointment: Jolene Colomy)  
Appointee(s): \_\_\_\_\_  
Motion to Approve: \_\_\_\_\_  
Seconded By: \_\_\_\_\_
- c) Secretary Pro Tempore (Current Appointment: Martin Tucker)  
Appointee(s): \_\_\_\_\_  
Motion to Approve: \_\_\_\_\_  
Seconded By: \_\_\_\_\_

Clerk of the Board will hold a Roll Call Vote for approval of the newly proposed officers.

7. Appointment of Committee members by the Newly Elected President:

- a) Finance Committee (Current App.: John Franklin and Jolene Colomy)  
Appointee(s): \_\_\_\_\_
- b) Administration & Operations & Personnel Committee  
(Current App.: Gary Robinson and Jim Witmer)  
Appointee(s): \_\_\_\_\_

7. Other Organizational Decisions to be made by the Board

Designate the dates, time, and location for holding regular meetings, pursuant to the requirements of Government Code section 54954(a) and Health and Safety Code section 6488

Dates: (currently second Thursday of each month)

\_\_\_\_\_

Time: (currently 3:00 p.m.)

\_\_\_\_\_

Place: (currently District's Office on 2434 Wallace Ave, Summerland)

\_\_\_\_\_

8. President Announces:

"The organizational procedures are complete. The Statement of Facts shall be filed with the Secretary of State and the Santa Barbara County Clerk, pursuant to Government Code §53051. "The Board will now proceed with the regular meeting for District business as set forth in the agenda."

**JOSEPH E. HOLLAND**  
County Clerk, Recorder and Assessor  
**MICHAEL DALY**  
Chief Deputy Registrar of Voters



4440-A Calle Real  
Santa Barbara, CA 93110  
Mailing Address:  
PO Box 61510  
Santa Barbara, CA 93160-1510

## COUNTY CLERK, RECORDER AND ASSESSOR ELECTIONS DIVISION

November 12, 2024

Summerland Sanitary District  
Attn: Marjon Souza  
PO Box 417  
Summerland, CA 93067-0417

Dear District Secretary:

Pursuant to Elections Code §10515, at a regularly scheduled meeting held on Tuesday, November 5, 2024, the County of Santa Barbara Board of Supervisors appointed in lieu of election the following qualified candidates to the district's board:

<u>Director</u>	<u>Division/Trustee Area</u> (if applicable)	<u>Term</u>	<u>Term Begin –Term End</u>
Gary W. Robinson	N/A	4 Year Term	December 6, 2024 to December 1, 2028
John W. Franklin	N/A	4 Year Term	December 6, 2024 to December 1, 2028
Tricia Thorsell Price	N/A	4 Year Term	December 6, 2024 to December 1, 2028

Enclosed with this letter are the original Certificates of Appointment and Oaths of Office to be completed and returned to the County of Santa Barbara Elections Division. The oaths may be administered by the district's board secretary, a notary public, or by a deputy clerk at the County of Santa Barbara Elections Division Main Office (located at 4440A Calle Real, Santa Barbara, CA 93110). Please return the original oaths to the County of Santa Barbara Elections Division as soon as completed (return envelope enclosed) and retain copies for your district's records.

If you have any questions, please call (805) 696-8957 or email [candidatefiling@countyofsb.org](mailto:candidatefiling@countyofsb.org).

Sincerely,

JOSEPH E. HOLLAND  
County Clerk, Recorder and Assessor  
Encl.

John Beck  
Candidate and Voter Services Lead

# Certificate of Appointment and Oath of Office

STATE OF CALIFORNIA,

SS. }

County of Santa Barbara

I, Joseph E. Holland, County Clerk, Recorder and Assessor in and for the County of Santa Barbara in the State of California, do hereby certify that at a regular scheduled meeting of the Santa Barbara County Board of Supervisors held in and for said County, on the 5<sup>th</sup> day of November 2024, as provided for in Elections Code Section 10515, **GARY W. ROBINSON** was appointed in lieu of election, to the office of **Director**, for the **SUMMERLAND SANITARY DISTRICT**, for the term expiring **December 1, 2028**, as appears in the official records of said Board of Supervisors.

In Witness Whereof, I have hereunto affixed my hand and official seal

This 12<sup>th</sup> day of November 2024.

JOSEPH E. HOLLAND, County Clerk, Recorder and Assessor



By \_\_\_\_\_, Deputy.

STATE OF CALIFORNIA

} SS.

County of Santa Barbara

I, **GARY W. ROBINSON**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

\_\_\_\_\_  
(Candidate Signature)

Subscribed and sworn to before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
(Signature of Person Administering Oath)

Seal

\_\_\_\_\_  
(Title)

# Certificate of Appointment and Oath of Office

STATE OF CALIFORNIA,

County of Santa Barbara

SS.



I, Joseph E. Holland, County Clerk, Recorder and Assessor in and for the County of Santa Barbara in the State of California, do hereby certify that at a regular scheduled meeting of the Santa Barbara County Board of Supervisors held in and for said County, on the 5<sup>th</sup> day of November 2024, as provided for in Elections Code Section 10515, JOHN W. FRANKLIN was appointed in lieu of election, to the office of Director, for the SUMMERLAND SANITARY DISTRICT, for the term expiring December 1, 2028, as appears in the official records of said Board of Supervisors.

In Witness Whereof, I have hereunto affixed my hand and official seal



This 12<sup>th</sup> day of November 2024.

JOSEPH E. HOLLAND, County Clerk, Recorder and Assessor

By \_\_\_\_\_, Deputy.



STATE OF CALIFORNIA

County of Santa Barbara

SS.



I, JOHN W. FRANKLIN, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

\_\_\_\_\_  
(Candidate Signature)

Subscribed and sworn to before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
(Signature of Person Administering Oath)

Seal

\_\_\_\_\_  
(Title)

# Certificate of Appointment and Oath of Office

STATE OF CALIFORNIA,

County of Santa Barbara

SS.

}

I, Joseph E. Holland, County Clerk, Recorder and Assessor in and for the County of Santa Barbara in the State of California, do hereby certify that at a regular scheduled meeting of the Santa Barbara County Board of Supervisors held in and for said County, on the 5<sup>th</sup> day of November 2024, as provided for in Elections Code Section 10515, **TRICIA THORSELL PRICE** was appointed in lieu of election, to the office of **Director**, for the **SUMMERLAND SANITARY DISTRICT**, for the term expiring **December 1, 2028**, as appears in the official records of said Board of Supervisors.

In Witness Whereof, I have hereunto affixed my hand and official seal

This 12<sup>th</sup> day of November 2024.

JOSEPH E. HOLLAND, County Clerk, Recorder and Assessor



By \_\_\_\_\_, Deputy.

STATE OF CALIFORNIA

County of Santa Barbara

SS.

}

I, **TRICIA THORSELL PRICE**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

\_\_\_\_\_  
(Candidate Signature)

Subscribed and sworn to before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
(Signature of Person Administering Oath)

Seal

\_\_\_\_\_  
(Title)





### Minutes of the Regular Board of Directors Meeting

Wednesday, October 9, 2024, at 3:00 p.m.

These are the minutes of the Summerland Sanitary District Governing Board meeting held at the District's office at 2435 Wallace Avenue, Summerland, California.

The public was able to listen to the meeting telephonically by calling +1 669 900 6833 (San Jose) Meeting Code ID: 983 226 8568 Passcode 123 or through the internet at <https://us02web.zoom.us/j/9832268568?pwd=nl8jNgA5Dkwx950nKL4h0nmahQbj.1&omn=85964199693>.

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

PRESIDENT J. WITMER CALLED THE REGULAR BOARD MEETING TO ORDER AT 3:00 P.M.

I. CALL TO ORDER/ROLL CALL

DIRECTORS PRESENT	JOLENE COLOMY JOHN FRANKLIN GARY ROBINSON MARTIN TUCKER JAMES WITMER
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ABSENT -

OTHERS PRESENT	DAVID LEWIS	Operations Manager
	MARJON (MAR) SOUZA	Administrative Manager

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

President J. Witmer asked if there were any modifications or changes. Hearing no objections, the agenda was approved.

IV. PUBLIC COMMENT [Non-Agenda Items]

President J. Witmer asked the Clerk of the Board M. Souza if there were any public comments. No public comments were submitted in advance and no member of the public was present in person or via Zoom videoconference.

V. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF SEPTEMBER 12, 2024 [Action Item]

Director J. Franklin made a motion to approve the regular board meeting minutes of September 12, 2024. The motion was seconded by Director G. Robinson and was carried by the following roll call vote:

AYES:	5	J. Colomy, J. Franklin, G. Robinson, <b>M. Tucker</b> , J. Witmer
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

VI. APPROVAL OF THE MONTHLY EXPENDITURES FOR SEPTEMBER 2024, INCLUDING PAYROLL AND PETTY CASH [Action Item]

District Management answered the Board’s questions and clarified information about the payout of bills. Director J. Colomy made a motion to approve the monthly expenditures, including payroll and petty cash totaling \$84,499 for Operations 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, G. Robinson, M. Tucker, J. Witmer
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

VII. COMMITTEE REPORTS

A. Finance Committee Report

Did not meet.

B. Administration, Operations & Personnel (AOP) Committee

Did not meet.

C. Ad-Hoc Strategic Committee

The committee met earlier today to discuss a Rough Order of Magnitude (ROM) proposal to clean and line the Ocean Outfall Pipeline. One ROM came in at \$2.3M. Two other ROMs for cleaning and lining are expected to come in before the next board meeting date.

D. Ad-Hoc Rate Study Committee

The committee met on September 30, 2024, and shall provide a report under New Business Items A.

VIII. NEW BUSINESS ITEMS

A. **Proposals for Rate Study** [Action Item]

The Board received two proposals from consultant firms for a rate study to be conducted during FY2024-25. Ad Hoc Rate Study Committee member J. Franklin said that both proposals were reviewed and discussed with Legal Consultant Mr. Colantuono and the Administrative Manager M. Souza.

The Ad Hoc Committee recommended that the board accept the Lechowicz & Tseng Municipal Consultant Proposal. This proposal was tailored to the District, Board, and Management has a good report with the Consultant, consultant rates are lower and there are more hours included in the study for the principal rate consultant. Mr. Colantuono will provide the Rate Consultant with legal advice throughout the study and recommended entering into a 3-party consultant agreement in which an attorney-client privilege will be created. This was considered as good advice by the board members. Raftelis' Proposal was also acceptable, but was less customized to the district, with higher consultant rates.

After a short discussion, Director G. Robinson made a motion to accept the Lechowicz & Tseng Municipal Consultants’ Rate Study Proposal that was submitted on September 13, 2024, with a total of not-to-exceed fee of \$31,850 and to authorize Administrative Manager M. Souza to sign the Consultant Agreement Contract. The motion was seconded by Director J. Colomy, and was carried by the following roll call vote:

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

**B. Climate Change Adaptation Plan, Coastal Hazards Monitoring Plan, First Phase [Non-Action Item]**

The District is required by its NPDES/SWRCB operating license to conduct a Coastal Hazards Monitoring Plan by May 1, 2025. A one year extension was granted due to the District's efforts to explore connecting the facilities to a neighboring facility. Management was informed in August 2024 by the EPA and the State Water Control Board (SWCB) that a second one-year extension would not be granted.

Management has held several meetings with the EPA and SWCB regarding this topic and Operations Manager D. Lewis applied for an assistance grant for the Coastal Hazard Monitoring Plan. In addition, management and Board President J. Witmer had a meeting with Nick Panofsky from MSN on September 18, 2024, who introduced ESA lead staff. ESA has completed Coastal Hazards Monitoring Plans for neighboring districts. ESA can provide the District with proposals for phase 1 and for the phase 2 Life Expectancy Analysis. Administrative Manager M. Souza contacted Mr. Holloway from Maritime & Coastal, who was also recommended by Dudek to perform the study. Mr. Holloway advised contacting ESA.

The Board directed Management to request a proposal from ESA for the Coastal Hazard Monitoring Plan (phase 1) and for the Life Expectancy Analysis (phase 2).

**C. Ordinance No. 21: An Ordinance and Order of the Governing Board of the Summerland Sanitary District Adopting an Administrative Remedies Procedure for Challenges to Fees, Charges, and Assessments. [Action-Item]**

The Board was requested to review Ordinance No. 21 which will provide the Summerland Sanitary District with a policy for an administrative remedies procedure for challenges to fees, charges, and assessments after the adoption and publication date. The Board was asked to consider instructing the Clerk of the Board to publish and post a summary of Ordinance No. 21 as instructed and explained in the Staff Report.

At this point Director M. Tucker left the meeting.

Director G. Robinson made a motion to instruct M. Souza to publish a Summary of Ordinance No. 21 and to include Ordinance No. 21 for final adoption in the next regular board meeting. The motion was seconded by Director J. Franklin, and was carried by the following roll call vote:

AYES:	4	J. Colomy, J. Franklin, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	1	M. Tucker
ABSTAIN:	0	None

**D. License Agreement with licensee with the Regents of the University of California for the Placement and Operations of the UCSB Radar System at the District's Property [Action Item]**

The Board was requested to consider approving the presented license agreement for the installation and operation of the UCSB Radar System. The Radar System measures the speed

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and direction of ocean surfaces in real-time. The system has been operated onsite for the last eight years without an agreement. The agreement was reviewed and approved by the District's legal counsel.

Director G. Robinson made a motion to approve the license agreement as presented. The motion was seconded by Director J. Franklin, and was carried by the following roll call vote:

AYES:	4	J. Colomy, J. Franklin, G. Robinson, J. Witmer
NOES:	0	None
ABSENT:	1	M. Tucker
ABSTAIN:	0	None

At this point Director M. Tucker joined the meeting again.

X. FINANCIAL STATUS REPORT – SEPTEMBER 2024 [Action Item]

The Board received Financial Status and Cash balance reports for Funds 5215, 5216, and 5217, and staff provided explanations as requested.

Director J. Franklin made a motion to accept the Financial Status Report as presented. The motion was seconded by Director M. Tucker and was carried by the following roll call vote:

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

XI. OPERATIONS MANAGER REPORT

Operations Manager D. Lewis informed the Board that the Jetter was returned due to a faulty gasket and was repaired under warranty. E.N. was approved to start working part-time again and his recovery process is going well.

XII. ADMINISTRATIVE MANAGER REPORT

Administrative Manager M. Souza provided a written and oral report and answered Board questions. Due to a scheduled trip abroad, M. Souza requested to move the regular board meeting date from November 14<sup>th</sup> to November 7<sup>th</sup>. No scheduling issues were identified and the meeting date was moved.

IX. BOARD COMMUNICATIONS

- A. Board Communications: none
- B. Items for future Board meetings: Climate Change Adaptation Plan Proposal Phase 1 & 2
- C. Next regular board meeting: Thursday, November 7, 2027

X. ADJOURNMENT

President J. Witmer adjourned the meeting at 3:59 p.m.

Respectfully submitted:

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Jolene Colomy  
Secretary

Date: November 7, 2024

Minutes prepared by M. Souza

# Expenditure Transactions (Real-Time)

From October 1 through November 30, 2024

From 10/1/2024 to 11/30/2024

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 - 0272550	10/2/2024		6475	HRA Administrative Fee - SEP 2024	13.50		
AUT - R200610	10/9/2024		7460	USED WRONG VENDOR	-100.00	200610	COUNTY SANITATION COMPANY
CLM - 0805626	10/10/2024		7363	Tank lid for Jetter	80.55	027043	ALL AMERICAN SEWER TOOLS HARBEN CALIFORNIA
CLM - 0805629	10/10/2024		7764	Trash Service Sep 2024	385.11	509950	MARBORG INDUSTRIES
CLM - 0805630	10/10/2024		7363	Anti Slip Tape -10 gallon tank for oil waste	216.56	004980	ULINE INC
CLM - 0805631	10/10/2024		7053	Internet Sep 27- Oct 26, 2024	107.54	776537	COX COMMUNICATIONS - BUSINESS
CLM - 0805632	10/10/2024		7731	Gasoline Sep 2024- Extra Gasoline Jetter Repair	317.71	522736	McCormix Corporation
CLM - 0805634	10/10/2024		7516	Dig Alert Ticket Charges/Service Sep 2024	22.95	828128	UNDERGROUND SERVICE ALERT
CLM - 0805636	10/10/2024		7362	Rat traps, WD-40, Ant Baits, Soap	91.67	151096	CARPINTERIA VALLEY LUMBER CO
CLM - 0805640	10/10/2024		7763	Water Usage Sep 2024	134.45	556712	MONTECITO WATER DISTRICT
CLM - 0805642	10/10/2024		7363	Company Truck Brake part cleaner, WD40 spray	22.00	178358	COAST AUTO PARTS
CLM - 0805643	10/10/2024		7110	Comp. Ad Hoc Rate Study Com. Meeting 9/30/2024	175.00	009934	JOLENE M COLOMY
CLM - 0805644	10/10/2024		7110	Comp. Ad Hoc Rate Study Com. Meeting 9/30/2024	175.00	765907	John Franklin
CLM - 0805645	10/10/2024		7110	Comp. Agenda Setting Meeting 10/3/2024	175.00	091927	JAMES WITMER
CLM - 0805649	10/10/2024		6600	Medical Benefits November 2024	5,997.70	002073	SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
MIC - 0201409	10/10/2024		7763	Water Delivery September 3, 2024	24.56	067307	CULLIGAN OF VENTURA COUNTY
MIC - 0201409	10/10/2024		7763	Water Delivery September 17, 2024	16.61	067307	CULLIGAN OF VENTURA COUNTY
CLM - 0805845	10/15/2024		6100	Regular Salaries October 1-15, 2024	17,065.96	790178	Summerland Sanitary District
CLM - 0805845	10/15/2024		6270	Standby October 1-15, 2024	1,083.80	790178	Summerland Sanitary District
CLM - 0805845	10/15/2024		6300	Overtime October 1-15, 2024	289.60	790178	Summerland Sanitary District
CLM - 0805845	10/15/2024		6500	Medicare and Fica October 1-15, 2024	1,486.91	790178	Summerland Sanitary District
CLM - 0805845	10/15/2024		6600	Healthcare Contr. D.L. October 1-15, 2024	300.00	790178	Summerland Sanitary District
JE - 0273059	10/15/2024		6400	Retirement Contr. Employer & EE Payroll 10-15-2024	5,495.82		
JE - 0273059	10/15/2024		6475	Healthcare Contr. 401(h) Retirees 10-15-2024	300.19		
CLM - 0806481	10/16/2024		7731	Gasoline September 2024	148.97	522736	McCormix Corporation
JE - 0273208	10/16/2024		7671	Annual Ocean Outfall Insp. & Collect Water Samples	7,220.00		
JE - 0273208	10/16/2024		7510	Relocate Ocean Outfall Insp. & Water samp. to 7671	-7,220.00		
CLM - 0806763	10/17/2024		7030	Safety Boots D.L.	206.61	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7070	Household supplies September 2024	95.31	790180	Summerland Sanitary District



# Expenditure Transactions (Real-Time)

From 10/1/2024 to 11/30/2024

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 - 0806763	10/17/2024		7363	2800 Lumens flashlight & mirror for Collection Sys	152.70	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7450	Frames for Certification	69.82	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7450	Desk (Uplift) Office	794.12	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7450	Comp. Mouse for Operations	19.92	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7450	Phone Chargers, Staples, sticky notes, legal pads	42.13	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7454	Monthly Subscriptions Zoom & MS Office 365	24.24	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7459	ASUS Access point for Internet Op. Room	209.02	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7459	IT Prof for Installation Accesspoint and boosters	112.50	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7459	AX1800 Internet Booster Device for Comp. Room	108.74	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7459	Return Cisco-Linksys Accesspoint (outdated)	-84.05	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7459	Linksys Booster for Workshop Area	107.74	790180	Summerland Sanitary District
CLM - 0806763	10/17/2024		7730	Hotel 2 nights for CSDA Conference M.S.	525.08	790180	Summerland Sanitary District
CLM - 0806769	10/17/2024		7510	Payroll Program September 2024	75.00	790180	Summerland Sanitary District
CLM - 0806769	10/17/2024		7730	Reimburse Mileage Conf. Attendance M.S.	281.40	790180	Summerland Sanitary District
CLM - 0806769	10/17/2024		7030	Caps with District Logo	261.00	790180	Summerland Sanitary District
CLM - 0806774	10/17/2024		7053	Phone Wireless September 2024	168.83	297454	VERIZON WIRELESS
CLM - 0806776	10/17/2024		7121	912 Gallons of Sodium Hypochlorite	3,675.73	214614	UNIVAR SOLUTIONS USA INC
CLM - 0806777	10/17/2024		7121	545 Gallons of Sodium Bisulfite	2,568.69	214614	UNIVAR SOLUTIONS USA INC
CLM - 0806782	10/17/2024		7363	Tubing, male elbow, adapter Belt Press	72.74	094089	GRAINGER
CLM - 0806784	10/17/2024		7630	Socket wrench set	141.52	094089	GRAINGER
JE - 0273260	10/17/2024		7430	ProRata Share of LAFCO 24-25 Budget: Summerland SD	1,129.00		
CLM - 0806915	10/21/2024		7110	Comp. Regular Ad Hoc Com. Meeting & RBM 10/9/24	350.00	167410	GARY W ROBINSON
CLM - 0806919	10/21/2024		7110	Comp. Regular Ad Hoc Com. Meeting & RBM 10/9/24	350.00	765907	John Franklin
CLM - 0806923	10/21/2024		7110	Comp. Regular Board Meeting 10/9/2024	175.00	009934	JOLENE M COLOMY
CLM - 0806925	10/21/2024		7110	Comp. Regular Board Meeting 10/9/2024	175.00	009758	MARTIN TUCKER
CLM - 0806926	10/21/2024		7110	Comp. Regular Board Meeting 10/9/2024	175.00	091927	JAMES WITMER
CLM - 0807269	10/22/2024		7404	FGL Lab testing 8/12/2024 to 9/20/2024	2,220.00	270150	FGL ENVIRONMENTAL INC
CLM - 0807274	10/22/2024		7121	HACH CL2 Accuvac (5 boxes) 10-22-2024	243.44	835122	USA BLUEBOOK
CLM - 0807757	10/24/2024		7362	welding: repair of broken aluminum hand rail	120.00	020525	JOE GONZALEZ WELDING
CLM - 0807761	10/24/2024		7324	Audit Work/ 2nd bill	4,905.00	067460	BARTLETT PRINGLE & WOLF

Credit Card Exp. Oct.

# Expenditure Transactions (Real-Time)

From 10/1/2024 to 11/30/2024

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 - 0807764	10/24/2024		7053	Monthly Charge Plant/Office Phone 10/13-11/12	265.82	075391	FRONTIER
JE - 0273534	10/24/2024		7901	Op. Trf (Out)	2,052.73		Removed cash from fund 5215 to be deposited in Fund 5217 for capitalization of Expenditure
JE - 0273534	10/24/2024		7363	Relocate Exp. 5HP Motor & Drive Belts to 5217-8300	-2,052.73		
JE - 0273552	10/24/2024		6100	Relocate EE Contr. SBCERS 1st Q to 6100 Payroll	4,533.50		
JE - 0273552	10/24/2024		6400	Relocate EE Contr. SBCERS 1st Q to 6100 Payroll	-4,533.50		
DJE - 0184129	10/30/2024		7653	Scholarship funds for CSDA Annual Conference M.S.	-775.00		Reimbursement from CSDA for conference attendance
JE - 0273758	10/30/2024		7653	Transfer Hotel 2 Nights CSDA Conf. M.S. to LI 7730	525.08		JE to remove and allocate at correct LI Acct.
JE - 0273758	10/30/2024		7730	Hotel 2 Nights CSDA Conf. M.S.	-525.08		
CLM - 0808649	10/31/2024		6100	Regular Salaries October 16-31, 2024	19,418.55	790178	Summerland Sanitary District
CLM - 0808649	10/31/2024		6270	Standby October 16-31, 2024	1,396.50	790178	Summerland Sanitary District
CLM - 0808649	10/31/2024		6300	Overtime October 16-31, 2024	210.60	790178	Summerland Sanitary District
CLM - 0808649	10/31/2024		6500	Medicare and FicaOctober 16-31, 2024	1,698.78	790178	Summerland Sanitary District
CLM - 0808649	10/31/2024		6600	Healthcare Contr. D.L. October 16-31, 2024	300.00	790178	Summerland Sanitary District
CLM - 0808674	10/31/2024		7761	Electric Bill Sep 3 - Oct 1, 2024	4,957.40	767200	SOUTHERN CALIFORNIA EDISON
CLM - 0808677	10/31/2024		7053	Monthly Charge LS Alarm Phones 10/13-11/12	313.95	075391	FRONTIER
JE - 0273821	10/31/2024		6400	Retirement Contr. Employer & EE Payroll 10-31-2024	6,318.87		
JE - 0273821	10/31/2024		6475	Healthcare Contr. 401(h) Retirees 10-31-2024	300.19		
CLM - 0808669	11/1/2024		7030	Company shirts (long-short sleeve) staff FY24-25	1,376.13	171954	STP Screenprinting
CLM - 0808680	11/1/2024		7363	3752-Tube Almagard Vari-Purpose Lube	155.85	095786	LUBRICATION ENGINEERS INC
CLM - 0808682	11/1/2024		7110	Comp. Agenda Setting Meeting 10/30/2024	175.00	091927	JAMES WITMER
CLM - 0808687	11/1/2024		7508	2024 Ratemaking Advice	972.00	062817	COLANTUONO HIGHSMITH & WHATLEY PC
CLM - 0808689	11/1/2024		7121	Partflow Circular Chart -Flow Recordings	94.11	835122	USA BLUEBOOK
CLM - 0808690	11/1/2024		7121	Partlow Circular Charts -Flow Recording 2nd shipm.	115.24	835122	USA BLUEBOOK
JE - 0273990	11/4/2024		6475	HRA Administrative Fee - OCT 2024	13.50		
CLM - 0809466	11/6/2024		7121	Gloves 4 cases 11-6-2024	798.56	069965	WINEMA INDUSTRIAL & SAFETY SUPPLY
CLM - 0809193	11/7/2024		7510	Call Center Service 10-1-24 to 10-31-24	130.94	106048	CENTRAL COMMUNICATIONS
CLM - 0809591	11/7/2024		7362	Front Gate Repair (incl welding serv)	1,097.17	712454	SANTA BARBARA LOCKSMITHS INC
CLM - 0809593	11/7/2024		7053	Internet Oct 27- Nov 26, 2024	107.54	776537	COX COMMUNICATIONS - BUSINESS

# Expenditure Transactions (Real-Time)

From 10/1/2024 to 11/30/2024

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
CLM - 0809588	11/8/2024		7763	Water Usage Oct 2024	169.73	556712	MONTECITO WATER DISTRICT
CLM - 0809589	11/8/2024		7630	Airline Valve Replacement Parts	100.82	094089	GRAINGER
CLM - 0809590	11/8/2024		7630	Pipe Flange Airline Valve Replacement Parts (2)	269.96	094089	GRAINGER
CLM - 0809594	11/8/2024		7363	New Battery Jetter, Windshield wash, Epoxy	140.66	178358	COAST AUTO PARTS
CLM - 0809596	11/8/2024		7516	Dig Alert Ticket Charges/Service Oct 2024	24.80	828128	UNDERGROUND SERVICE ALERT
CLM - 0809602	11/8/2024		7110	Comp. Ad Hoc Strategic committee Meeting 11/5/24	175.00	765907	John Franklin
CLM - 0809603	11/8/2024		7110	Comp. Ad Hoc Strategic committee Meeting 11/5/24	175.00	167410	GARY W ROBINSON
CLM - 0809606	11/8/2024		7508	Rate Making Legal Advice Oct 2024	405.00	062817	COLANTUONO HIGHSMITH & WHATLEY PC
CLM - 0809608	11/8/2024		7030	Dickies Staff Work Pants (15)	403.74	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7070	Household Supplies	212.77	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7110	Engraved Plaque Appreciation Award Dir. Tucker	47.46	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7110	Get Well Flowers Board Director	70.04	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7362	Brass Gate Valve for Digester	196.16	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7362	Lavatory Faucet and Heavy duty waterproof switch	173.98	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7363	Submersible Utility Pump 1/3 HP	222.47	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7450	8 reams (box) of copy papers	47.40	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7450	Standing desk stool	144.39	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7454	Office 365 & Zoom monthly subscription	31.98	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7459	Fixed Network issues- Cloud intranet access	75.00	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7630	Flex Wrench Set	215.49	790180	Summerland Sanitary District
CLM - 0809608	11/8/2024		7653	Lunch Management with Vendor	49.16	790180	Summerland Sanitary District
CLM - 0809612	11/8/2024		6600	Medical Benefits December 2024	5,997.70	002073	SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
CLM - 0809784	11/12/2024		7510	Call Center Service - September 2024	83.91	106048	CENTRAL COMMUNICATIONS
CLM - 0810135	11/13/2024		7508	Legal Services Sept. / Oct. 2024	1,611.70	146937	LAW OFFICE OF JANET K MCGINNIS
CLM - 0810136	11/13/2024		7030	ULINE Safety Vests (5) 11-13-2024	133.98	004980	ULINE INC
CLM - 0810137	11/13/2024		7764	Trash Service Oct. 2024	385.11	509950	MARBORG INDUSTRIES
CLM - 0810142	11/13/2024		7053	Phone Wireless October 2024	164.49	297454	VERIZON WIRELESS
CLM - 0809599	11/15/2024		7430	CSDA Membership Renewal 2025	4,320.00	004908	CALIFORNIA SPECIAL DISTRICTS ASSOC CSDA

Credit Card Exp. Nov.



# Expenditure Transactions (Real-Time)

From 10/1/2024 to 11/30/2024

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 - 0811085	11/15/2024		6100	Regular Salaries November 1-15, 2024	17,281.50	790178	Summerland Sanitary District
CLM - 0811085	11/15/2024		6270	Standby November 1-15, 2024	930.95	790178	Summerland Sanitary District
CLM - 0811085	11/15/2024		6300	Overtime November 1-15, 2024	289.60	790178	Summerland Sanitary District
CLM - 0811085	11/15/2024		6500	Medicare and Fica November 1-15, 2024	1,499.14	790178	Summerland Sanitary District
CLM - 0811085	11/15/2024		6600	Healthcare Contr. D.L. November 1-15, 2024	300.00	790178	Summerland Sanitary District
JE - 0274530	11/15/2024		6400	Retirement Contr. Employer & EE Payroll 11-15-2024	5,931.54		
JE - 0274530	11/15/2024		6475	Healthcare Contr. 401(h) Retirees 11-15-2024	300.19		
MIC - 0202608	11/19/2024		7763	Water delivery October 29, 2024	24.56	067307	CULLIGAN OF VENTURA COUNTY
MIC - 0202608	11/19/2024		7763	Water delivery October 15, 2024	16.61	067307	CULLIGAN OF VENTURA COUNTY
MIC - 0202608	11/19/2024		7763	Water delivery October 1, 2024	24.56	067307	CULLIGAN OF VENTURA COUNTY
CLM - 0811485	11/21/2024		7761	Electric Bill Oct 2 through Oct 30, 2024	4,629.98	767200	SOUTHERN CALIFORNIA EDISON
CLM - 0811486	11/21/2024		7731	Gasoline November 2024	111.42	522736	McCormix Corporation
CLM - 0811488	11/21/2024		7404	FGL Lab testing 9/9/24-10/14/24	2,055.00	270150	FGL ENVIRONMENTAL INC
JE - 0274551	11/21/2024		7363	Pipe Flange Airline Valve Replacement Parts (2)	269.96		
JE - 0274551	11/21/2024		7630	Relocate Pipe Flange Airline Valve Repl. to 7363	-269.96		
MIC - 0203202	11/21/2024		7362	Fuse Holder Automotive- Company Truck	9.43	328964	GRAINGER INC
MIC - 0203202	11/21/2024		7362	Photocontrol - Landscape Lighting & Electr. Repair	61.51	328964	GRAINGER INC
MIC - 0203202	11/21/2024		7362	Foodlights 3- Landscape Lighting & Electr. Repair	311.44	328964	GRAINGER INC
CLM - 0812172	11/26/2024		7430	CASA Annual Membership 2024	1,915.00	124540	CA ASSOC OF SANITATION AGENCIES
CLM - 0812185	11/26/2024		7430	SBCCounty-CSDA Chapter Membership 2024	150.00	710327	SANTA BARBARA COUNTY SPECIAL DISTRICTS ASSOC
CLM - 0812163	11/29/2024		6100	Regular Salaries November 16-30, 2024	16,943.50	790178	Summerland Sanitary District
CLM - 0812163	11/29/2024		6270	Standby November 16-30, 2024	942.44	790178	Summerland Sanitary District
CLM - 0812163	11/29/2024		6300	Overtime November 16-30, 2024	640.48	790178	Summerland Sanitary District
CLM - 0812163	11/29/2024		6500	Medicare and Fica November 16-30, 2024	1,500.99	790178	Summerland Sanitary District
CLM - 0812163	11/29/2024		6600	Healthcare Contr. D.L. November 16-30, 2024	300.00	790178	Summerland Sanitary District
JE - 0274824	11/30/2024		6400	Retirement Contr. Employer & EE Payroll 11-30-2024	5,931.54		
JE - 0274824	11/30/2024		6475	Healthcare Contr. 401(h) Retirees 11-30-2024	300.19		
Total Summerlnd San Dist Running Exp					171,389.56		



# Expenditure Transactions (Real-Time)

From 10/1/2024 to 11/30/2024

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
JE - 0273534	10/24/2024		8300	5HP Motor & Drive Belts for RAS Pump #1 from 7363	2,052.73		
				Total SummerInd San Dist-Capital Rep	2,052.73		

X

ORDINANCE NO. 21

**AN ORDINANCE AND ORDER OF THE GOVERNING BOARD OF THE SUMMERLAND SANITARY DISTRICT ADOPTING AN ADMINISTRATIVE REMEDIES PROCEDURE FOR CHALLENGES TO FEES, CHARGES, AND ASSESSMENTS**

BE IT ORDAINED by the Board of Directors of the Summerland Sanitary District as follows:

Section 1. AUTHORITY. This Ordinance is authorized by the District’s statutory authority to adopt fees and charges for its services, to impose assessments on real property, and to establish rules and regulations governing such fees, charges, and assessments, Government Code section 53759.1, and other applicable law.

Section 2. Exhaustion of Administrative Remedies for Challenges to Fees, Charges, and Assessments on Real Property

A. Scope. The duty to exhaust administrative remedies imposed by this section extends to:

- a. any fee or charge subject to articles XIII C or XIII D of the California Constitution,
- b. any assessment on real property levied by the District, and
- c. the methodology used to develop and levy such a fee, charge, or assessment.

B. “Hearing” as used in this section means the hearing referenced in paragraph 4 of subsection D of this Ordinance.

C. Duty to Exhaust Issues. No person may bring a judicial action or proceeding alleging noncompliance with the California Constitution or other applicable law for any new, increased, or extended fee, charge, or assessment levied by the District, unless that person submitted to the Clerk of the Board a timely, written objection to that fee, charge, or assessment specifying the grounds for alleging noncompliance. The issues raised in any such action or proceeding shall be limited to those raised in such an objection unless a court finds the issue could not have been raised in such an objection by those exercising reasonable diligence.

D. Procedures. The District shall:

(1) Make available to the public any proposed fee, charge, or assessment to which this section is to apply no less than 45 days before the deadline for a ratepayer or assessed property owner to submit an objection pursuant to paragraph 4 of this subsection D.

(2) Post on its internet website a written basis for the fee, charge, or assessment, such as a cost of service analysis or an engineer's report, and include a link to the internet website in the written notice of the Hearing, including, but not limited to, a notice pursuant to subdivision (c) of Section 4 or paragraph (1) of subdivision (a) of Section 6 of Article XIII D of the California Constitution.

(3) Mail the written basis described in paragraph 2 of this subsection D to a ratepayer or property owner on request.

(4) Provide at least 45 days for a ratepayer or assessed property owner to review the proposed fee or assessment and to timely submit to the Clerk of the Board a written objection to that fee, charge, or assessment that specifies the grounds for alleging noncompliance. Any objection shall be submitted before the end of the public comment portion of a Hearing on the rate, charge or assessment.

(5) Include in a written notice of the Hearing, a statement in bold-faced type of 12 points or larger that:

(A) All written objections must be submitted to the Clerk of the Board by the end of public comment period at the Hearing and that a failure to timely object in writing bars any right to challenge that fee, charge, or assessment in court and that any such action will be limited to issues identified in such objections.

(B) All substantive and procedural requirements for submitting an objection to the proposed fee, charge, or assessment such as those specified for a property-related fee under California Constitution, article XIII D, section 6(a) or for an assessment on real property under California Constitution, article XIII D, section 4(e).

E. Board Consideration; District Responses. Before or during the Hearing, the Board of Directors shall consider and the District shall respond in writing to, any timely written objections. The Board may adjourn the Hearing to another date if necessary to respond to comments received after the agenda is posted for the meeting at which the Hearing occurs. The District's responses shall explain the substantive basis for retaining or altering the proposed fee, charge, or assessment in response to written objections, including any reasons to reject requested amendments.

F. Board Determinations. The Board of Directors, in exercising its legislative discretion, shall determine whether:

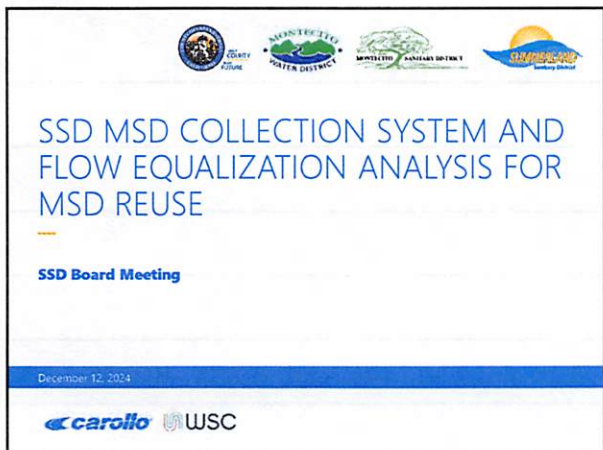
(1) The written objections and the District's response warrant clarifications to the proposed fee, charge, or assessment.

(2) To reduce the proposed fee, charge or assessment.

(3) To further review the proposed fee, charge, or assessment before determining whether clarification or reduction is needed.



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SSD MSD COLLECTION SYSTEM AND FLOW EQUALIZATION ANALYSIS FOR MSD REUSE

SSD Board Meeting

December 12, 2024

carollo WSC

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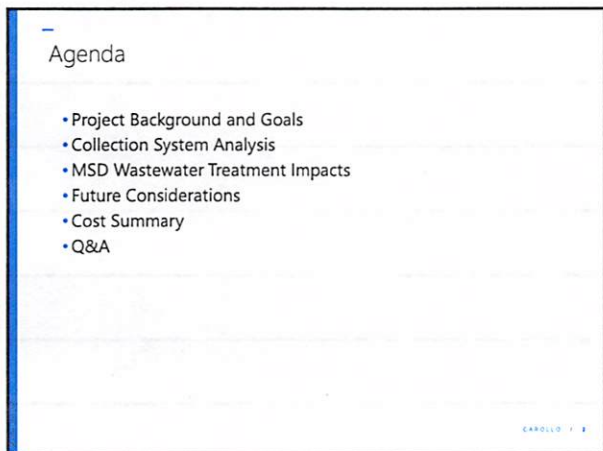
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Agenda

- Project Background and Goals
- Collection System Analysis
- MSD Wastewater Treatment Impacts
- Future Considerations
- Cost Summary
- Q&A

carollo

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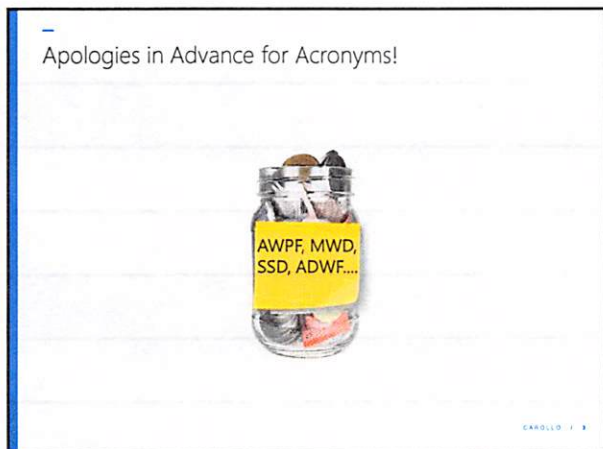
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Apologies in Advance for Acronyms!



AWPF, MWD, SSD, ADWF....

carollo

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01 | Project Background and Goals



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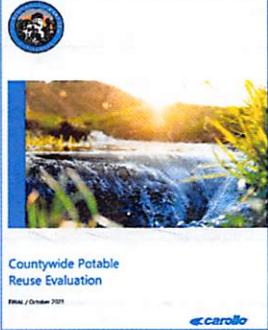
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Previous County Study

- Evaluated four potable reuse projects within County
  - » Considered indirect potable reuse (IPR) and direct potable reuse (DPR)
- Provided implementation plans for both IPR and DPR
- SSD Related Efforts:
  - » Evaluated diversion of all SSD wastewater into Carpinteria Sanitary District (CSD) System.
  - » Carpinteria Valley Water District (CVWD) IPR program results in more feed flow and thus more purified water.
  - » Connection very costly. An equalization (EQ) basin still needed at SSD prior to incorporation within CSD.



Countywide Potable Reuse Evaluation  
Final / October 2021



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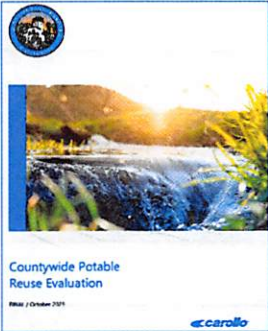
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Previous County Study

- CSD required all flow to be equalized at SSD 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.



Countywide Potable Reuse Evaluation  
Final / October 2021



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### Previous County Study




Table ES.5 SSD Capital Cost Estimates

Cost Item	Total Project Cost	
	12 mgd Equalized Flow to CSD	0.47 mgd Equalized Flow to CSD
New Pipe From SSD to CSD	\$6,591,000	\$9,434,000
Upized 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
<b>Total</b>	<b>\$19,880,000</b>	<b>\$16,820,000</b>

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### Goals of This New Project

- Evaluate impact of diverting SSD flows to MSD collection system
  - » SSD sewer collection system connection to MSD
  - » MSD WWTP
  - » MWD/MSD Advanced Water Purification Facility (AWPF)
- Summarize findings in a report

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### General Cost Assumptions

- Class 5 cost estimate
  - » Design definition and engineering typically 0-2% complete
- Estimating contingency: 40%
- Inflation (prices escalation) rate: 5%
  - » To mid-point of construction (August 2027)

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02 | Flow Analysis



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Flow Data Analysis Results

Parameter	MSD	SSD	Combined
Average Annual Daily Dry Weather Flow (mgd)	0.634	0.084	0.72 <sup>(1)</sup>
Maximum Hourly Wet Weather Flow (mgd)	3.77 <sup>(2)</sup>	0.6 <sup>(2,3)</sup>	4.37 <sup>(2)</sup>

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



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03 | Collection System Analysis



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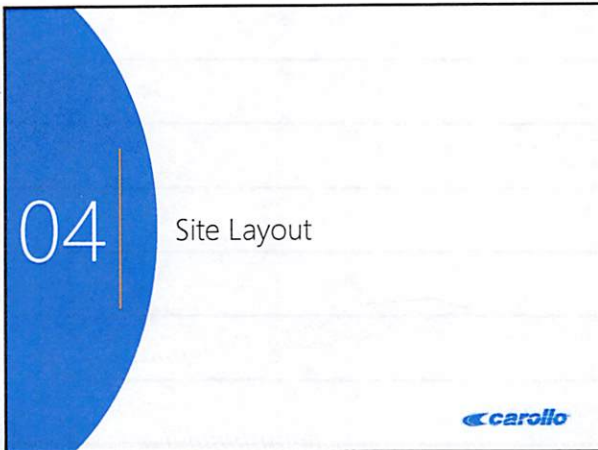
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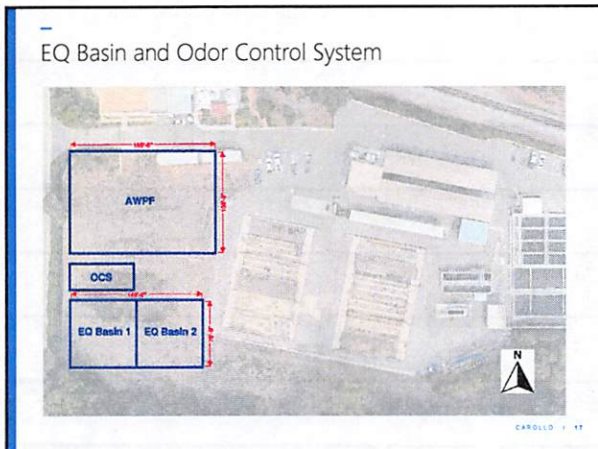
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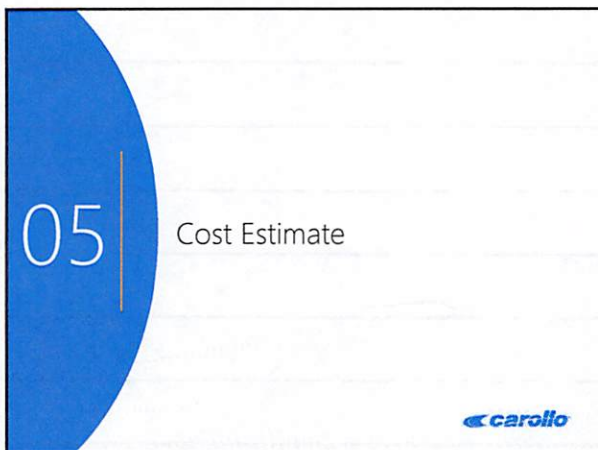
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### Class 5 Cost Estimate

Category	Amount
<b>Construction Costs</b>	
Equalization Basins	\$10,593,000
Odor Control System	\$5,507,000
Site Work	\$1,110,000
Subtotal (Construction Costs)	\$17,210,000
<b>Engineering Costs</b>	
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
<b>Other Owner Costs</b>	
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
<b>TOTAL PROJECT COSTS (at MSD)</b>	<b>\$23,948,000</b>

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# 06

## Future Considerations



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### 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
- Improved regional benefits
  - » Lower cost wastewater treatment (1 WWTP vs 2 WWTPs)
  - » Regional water supply (via water reuse)

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07 | Cost Summary

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Cost Summary

- Cost Allocation Between Agencies is Not Determined
- MSD Upgrades Will Improve Project Efficiency

Category	Project Cost <sup>1)</sup>
Collection System (SSD Flows to MSD WWTP)	\$15,600,000
EQ Basin and Odor Control at MSD WWTP	\$23,900,000
Equalization and Transfer from SSD to CSD	\$20,300,000 to \$24,000,000

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

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Q&A

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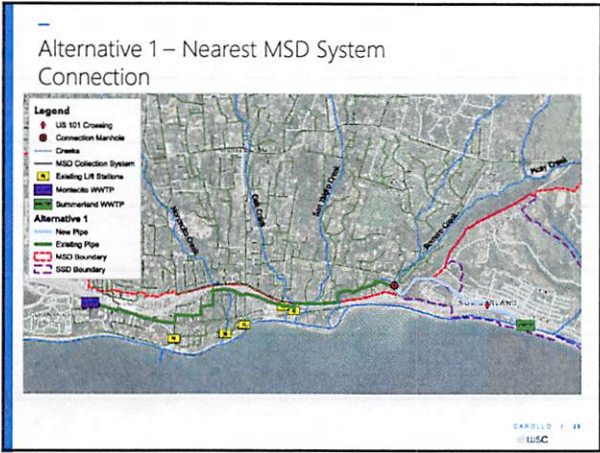
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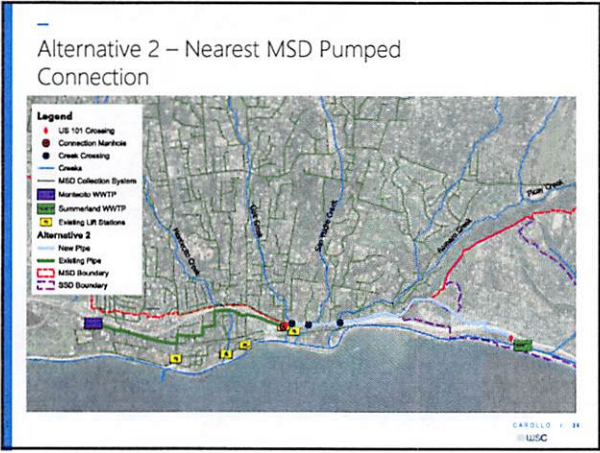
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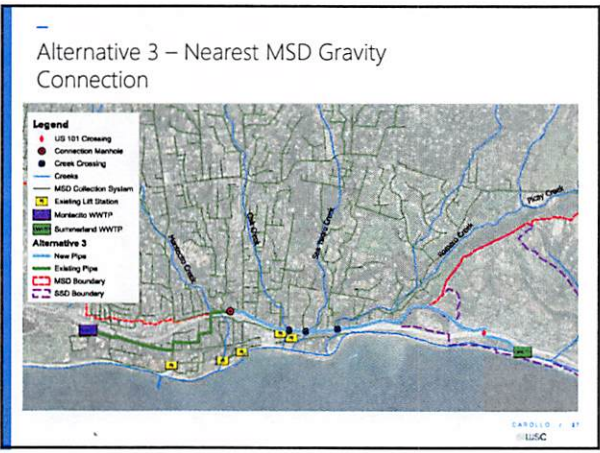
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[esassoc.com](http://esassoc.com)

November 4, 2024

Board of Directors  
Summerland Sanitary District  
Cc: Mar Souza, David Lewis

**Subject:** Proposal for Coastal Hazard Monitoring Plan and Life Expectancy Analysis

Dear Board of Directors of the Summerland Sanitary District:

## Introduction

Per Summerland Sanitary District (District) staff request, ESA is providing the following proposal to prepare a Coastal Hazard Monitoring Plan and Life Expectancy Analysis to meet Regional Water Quality Control Board (RWQCB) special provision requirements from the District's NPDES permit number CA0048054, specifically items 6.3.6.1.1 and 6.3.6.1.2, as components of a Climate Change Adaptation Program (item 6.3.6.1).

ESA and our subconsultant team members, MNS and Campbell Geo, will prepare the District's Coastal Hazards Monitoring Plan and Life Expectancy Analysis based on our experience preparing Montecito Sanitary District's Coastal Hazards Monitoring Plan to meet the same requirement in their NPDES permit, as well as our experience completing many similar studies. The ESA team including MNS completed the Goleta Sanitary District's voluntary Climate Adaptation Plan (<https://goletasanitary.org/about-us/news/165-climate>). ESA has also contributed to the County of Santa Barbara Coastal Resiliency Project Sea Level Rise and Coastal Hazards Vulnerability Assessment (<https://cosantabarbara.app.box.com/s/uon3kzbfsviq8xoevcxeeke64c2tk87f>), completed the City of Santa Barbara's Sea Level Rise Adaptation Plan & Vulnerability Assessment (<https://sustainability.santabarbaraca.gov/projects/coastal-adaptation/sea-level-rise-adaptation-vulnerability-assessment>) with Campbell Geo, is currently preparing the City of Santa Barbara's Water/Wastewater System Climate Adaptation Plan and Santa Barbara Airport Climate Change Vulnerability Assessment, and has completed dozens of similar sea level rise and climate change adaptation plans. ESA will also build on the Regional Coastal Adaptation Monitoring Program (RCAMP) we are currently developing for the Santa Barbara-Ventura County coastline with Beaches Erosion Authority for Clean Oceans and Nourishment (BEACON) to align the District's monitoring efforts with the regional efforts.

## Project Understanding and Approach

ESA understands that the District needs to prepare and submit a draft Coastal Hazards Monitoring Plan and Life Expectancy Analysis to the Executive Officer of the California Regional Water Quality Control Board Central Coast Region, with the Life Expectancy Analysis due on May 1, 2025. As described in Order No. R3-2022-0014, NPDES No. CA0048054, the District must develop a Climate Change Adaptation Program that provides a long-term plan to ensure that necessary wastewater treatment functions are not vulnerable to coastal hazards and climate change. The Coastal Hazards Monitoring Plan and Life Expectancy Analysis are the first two steps the District will take towards developing a Climate Change Adaptation Program. The Coastal Hazards Monitoring Plan will identify coastal hazards in the District's service area and the risks posed to the existing wastewater treatment system, determine future impact thresholds and potential adaptation measures for the treatment system, and establish a coastal hazards monitoring plan. The Life Expectancy Analysis will determine when the facility





Board of Directors of the Summerland Sanitary District  
November 4, 2024  
Page 2

and associated infrastructure cannot function without substantial investment in new infrastructure and protective measures, at which point it might be appropriate to relocate the existing facility or associated infrastructure.

ESA and MNS are prepared to support the District with this first and second phase of the Climate Change Adaptation Program. If requested by the District, the ESA team also has the capability and experience to complete the work needed for the District's Climate Change Adaptation Program in the third phase identified in the NPDES permit.

## Scope of Work

### Task 1. Coastal Hazards Monitoring Plan

As required by the NPDES permit, ESA will develop a Coastal Hazards Monitoring Plan (Coastal Hazards Monitoring Plan) that establishes the framework and parameters for: (1) regularly monitoring bluff erosion, tidal inundation, and other coastal hazards for vulnerable District assets; (2) identifying the level of threat those hazards present to the District Wastewater Treatment Plant (WWTP) facility, collection system, and associated infrastructure; (3) identifying control measures necessary to protect and accommodate the existing location and facility to allow uninterrupted function of wastewater treatment; and (4) identifying tidal inundation/bluff erosion 'thresholds' to establish when facility changes (including potential plant relocation) need to be pursued in order to ensure continued function of the wastewater treatment facility in a manner that will be protective of human health and the environment. ESA will develop a Coastal Hazards Monitoring Plan through the following process.

**Sea Level Rise (SLR) Scenarios.** ESA will define the planning horizons and SLR scenarios for the District's Coastal Hazards Monitoring Plan following the best available science as well as recently released draft guidance from the State of California. ESA will use the same SLR scenarios as used for the MSD Coastal Hazards Monitoring Plan, which the RWQCB has accepted and are based on the newest California Ocean Protection Council's (OPC) State of Californian SLR Guidance (OPC 2024 Update) and NOAA 2022 updated SLR scenarios. In addition to existing conditions, ESA will use up to three (3) future SLR scenarios to evaluate the District's facilities in the near-, mid- and long-term planning timeframes. ESA will document the scenarios in the Coastal Hazards Monitoring Plan.

**Coastal Bluff Evaluation.** ESA team member, Campbell Geo, will conduct a site investigation, without subsurface exploration, to provide an estimated projection of bluff top retreat and a setback recommendation for the WWTP. Our proposed work will not include geotechnical parameters for a foundation plan or grading plan for a new or remodeled facility. The setback from the top of bluff will be determined in accordance with guidelines (Johnsson, 2002) recognized by the City and County of Santa Barbara as essential for coastal bluff investigations. Bluff retreat projected for the next 100 years will be evaluated. The geotechnical stability of the bluff face will be qualitatively evaluated without excavation of test pits or soil borings. Campbell Geo will include projected sea level rise scenarios in the bluff retreat analysis.

Campbell Geo will conduct geologic mapping of the parcel on the County of Santa Barbara topographic map or equivalent base map. Campbell Geo will review aerial photographs (stereo pair) to evaluate the presence of unmapped landslides affecting the site and to evaluate bluff retreat.



Board of Directors of the Summerland Sanitary District

November 4, 2024

Page 3

Campbell Geo will coordinate with our subcontracting licensed land surveyor (Prober Land Surveying) to obtain historical topographic maps and survey data available at the county assessor's office. If features are identified on old survey sheets, with adequate survey control shown, Campbell Geo will prepare a scaled partial survey sheet to show these historical features. If the survey data and photogrammetry is adequate, a detailed evaluation and calculation of historical bluff retreat will be made for the property.

The coastal bluff evaluation will include sea level rise projections, analysis of bluff retreat, and recommendations for the project. Since the existing bluff edge ranges from 30 to 40 feet above sea level, a detailed analysis of wave run-up, or an analysis of the tsunami run-up hazard is not planned. Instead, ESA will use available data for wave runup and tsunami hazards as described for Coastal Hazards Mapping below. Campbell Geo will provide profile drawings to accompany the evaluation, which will show bluff erosion (retreat) with projected sea level rise and the current and projected shoreline profile in the vicinity of the existing facility.

**Coastal Hazards Mapping.** ESA will gather available data on coastal flood and erosion hazards with SLR for the extent of the District's coastal assets. Available data will be presented and compared with the coastal bluff retreat projections described above. Hazards will be assembled for existing conditions and future SLR scenarios determined as described above. ESA will gather these data as follows:

- ➔ *Coastal inundation, flooding, and erosion:* ESA will gather tidal inundation, coastal storm flooding, beach and bluff erosion, and groundwater hazard data with SLR from the USGS' Coastal Storm Modeling System (CoSMoS) 3.0. CoSMoS erosion projections include increased erosion rates with SLR.
- ➔ *Coastal storm wave runup:* ESA will gather wave runup hazard data from the Santa Barbara County Coastal Resilience data prepared by ESA. This information is useful to supplement CoSMoS hazard mapping to identify areas with high velocity wave hazards (similar to FEMA VE zones).

ESA has successfully applied this same method and the above data sets for the MSD Coastal Hazards Monitoring Plan and the City of Santa Barbara SLR Vulnerability Assessment Update and Adaptation Plan. ESA will compile and map the above hazard data in GIS. Hazard maps will be included in the Coastal Hazards Monitoring Plan.

**Precipitation Changes.** ESA will use the estimated increased precipitation associated with climate change that ESA prepared for the MSD Coastal Hazards Monitoring Plan to inform the potential associated increases in infiltration and inflow.

**Asset Inventory.** This scope of work assumes that the District will provide as-built and other information for the District WWTP, ocean outfall pipeline, Lift Station 1, and portions of the wastewater collection system that are vulnerable to sea level rise, which ESA will require to characterize asset exposure and vulnerability. If effort by ESA and MNS is needed to obtain and/or compile this information, ESA and MNS can develop a plan to provide these as an optional task. ESA will use the as-built and other information provided by the District to characterize exposures from coastal hazards.

**Impact Thresholds.** Based on the hazard exposure characterization above, the ESA team will characterize the vulnerability of District assets to coastal hazards with SLR and climate change to identify important thresholds of



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November 4, 2024  
Page 4

impact to the District. Based on professional judgement, ESA will document impact thresholds (e.g., bluff erosion distances/offsets, SLR amounts) that may warrant adaptation (i.e., modifications or re-location) of facilities.

**Monitoring Plan.** ESA will develop a coastal hazards monitoring plan that establishes a framework and parameters for monitoring relevant coastal hazards including coastal erosion. The District's Monitoring Plan will identify relevant metrics that may include:

- ➔ Long-term beach and bluff shoreline change: the Coastal Hazards Monitoring Plan will consider surveys as well as available data to monitor beach and bluff shoreline change. The Coastal Hazards Monitoring Plan will consider leveraging the USGS' ongoing shoreline profile surveys, which include biannual shoreline transect surveys.
- ➔ Storm event documentation: the Coastal Hazards Monitoring Plan will consider surveys before the winter storm season and after major storm events to document storm erosion; cameras to monitor wave runup and storm conditions at locations of potentially vulnerable infrastructure; and documentation of plant flows and operations during storm events. The Coastal Hazards Monitoring Plan will also consider tracking and documenting available tide gage readings from Santa Barbara Harbor, wave buoy readings, precipitation gage measurements, and storm frequency.

**Adaptation measures:** ESA will develop a list of potential adaptation measures that could be implemented to protect and/or accommodate vulnerable facilities to allow uninterrupted function of wastewater treatment for the District. ESA anticipates the list of adaptation measures will include options to protect and accommodate in the near-term and to relocate vulnerable infrastructure.

ESA will document the Coastal Hazards Monitoring Plan in Task 2, Reporting.

*Assumption: District will provide as-built and other information for the District WWTP, ocean outfall pipeline, Lift Station 1, and portions of the wastewater collection system that are vulnerable to sea level rise, which ESA will require to characterize asset exposure and vulnerability. If effort by ESA and MNS is needed to obtain and/or compile this information, ESA and MNS can develop a plan to provide these as an optional task. ESA will use the as-built and other information provided by the District to characterize exposures from coastal hazards.*

## Task 2. Reporting

ESA will provide a brief technical report documenting the Coastal Hazards Monitoring Plan and Life Expectancy Analysis. ESA will provide an Administrative Draft report for the District's review. ESA will perform two rounds of limited response to minor comments and minor report revisions as follows:

1. ESA will respond to one consolidated set of minor comments from the District and provide a revised Final Draft report in response to the District's comments for submission to the RWQCB.
2. ESA will respond to one consolidated set of minor comments from the RWQCB and provide a revised Final Report in response to the RWQCB's comments.



Board of Directors of the Summerland Sanitary District  
November 4, 2024  
Page 5

This scope of work assumes that the Final Draft and Final reports will not require significant or substantive revisions. If comments require significant or substantive revisions and/or effort to respond to, ESA can provide additional effort to respond to comments and revise the report as an optional task.

***Deliverables:*** Draft, Revised Draft, and Final Coastal Hazards Monitoring Plan and Life Expectancy Analysis Report.

***Assumption:*** the Final Draft and Final reports will not require significant or substantive revisions. If comments require significant or substantive revisions and/or effort to respond to, ESA can provide additional effort to respond to comments and revise the report as an optional task.

### Task 3. Meetings and Project Management

The ESA team will participate in the following meetings:

1. Combined site visit and kick-off meeting (in person and/or hybrid with one ESA staff and one MNS staff participating)
2. Up to three as-needed meetings (virtual with one ESA staff participating), which may include one meeting during preparation of the Administrative Draft report, one meeting to discuss the District comments on the Admin Draft, and one meeting to discuss RWQCB comments on the Final Draft.

ESA will also perform project management including coordination with the District within the budget allocated for this and tracking scope, budget, and schedule and submitting invoices.

***Deliverables:*** combined site visit and kick-off meeting (in person and/or hybrid) and up to three additional as-needed meetings.

### Optional Task 4. Life Expectancy Analysis

As an optional task and as required by the NPDES permit, ESA team member MNS will prepare a Life Expectancy Analysis (Life Expectancy Analysis) to determine when vulnerable the District assets – limited to the District WWTP, Lift Station 1, and portions of the wastewater collection system that are vulnerable to sea level rise – cannot function without substantial investment in new infrastructure and protective measures, at which point it might be appropriate to relocate these existing facilities.

This scope of work assumes that the District will provide as-built and other information that ESA and MNS will require to perform the analysis. If effort by ESA and MNS is needed to obtain and/or compile this information, ESA and MNS can develop a plan to provide these as an optional task. For the WWTP and LS1, this scope assumes that the District will provide as-built and other information that ESA and MNS can readily use to establish the types of existing facilities, installation dates, and dates and types of upgrades. For the collection system, ESA and MNS assume that the District will provide as-built and other information for the collection system that includes sewer line locations, types, materials, and dates of installation.

ESA and MNS will assess the expected lifespan and repair/maintenance and replacement costs of relevant vulnerable components of the WWTP, ocean outfall pipeline, LS1, and collection system mains based on industry



Board of Directors of the Summerland Sanitary District  
November 4, 2024  
Page 6

accepted sources, manufacturers' information, engineering judgement, or the reports of other municipalities with similarly sized facilities. ESA and MNS will also assess the expected remaining years of use for each component and for vulnerable portions of the overall facility and associated vulnerable infrastructure.

ESA and MNS will document the Life Expectancy Analysis in Task 3, Reporting.

***Assumption:** The District will provide as-built and other information that ESA and MNS will require to perform the analysis. If effort by ESA and MNS is needed to obtain and/or compile this information, ESA and MNS can develop a plan to provide these as an optional task. For the WWTP, ocean outfall pipeline, and LS1, this scope assumes that the District will provide as-built and other information that ESA and MNS can readily use to establish the types of existing facilities, installation dates, and dates and types of upgrades. For the collection system, ESA and MNS assume that the District will provide as-built and other information for the collection system that includes sewer line locations, types, materials, and dates of installation.*

## Optional Task 5. Optional As-needed Services

The ESA team will provide additional as-needed services if authorized by the District. For example,

- If effort by ESA and MNS is needed to obtain and/or compile as-builts and other information for the WWTP and LS1 and GIS data for the collection system, ESA and MNS will develop a plan to provide these. Based on this plan, ESA and MNS can compile and prepare required data and support the District to obtain other required data.
- For reporting, if additional effort or rounds of response to comments and revisions are needed beyond the scope and budget for Task 3, Reporting, ESA will provide additional responses and revisions.
- The ESA team can participate in additional meetings.

ESA will provide a scope and budget for additional as-needed services for the District's authorization before proceeding with additional services. Budget for this task is not included in ESA's fee estimate because the potential as-needed scope of work is not yet defined.

## Fee Estimate

A summary of the estimated fee per task is provided in Table 1 below based on estimated labor and ESA's standard billing rates. ESA's fee estimate for the above scope of work, including Optional Task 4, Life Expectancy Analysis, but excluding Optional Task 5, Optional As-needed Services, is \$67,566. ESA's fee estimate excluding both Optional Task 4, Life Expectancy Analysis and Optional Task 5, Optional As-needed Services, is \$49,893.

Charges will be billed monthly. This cost estimate is provided on the basis of time and materials with a "not-to-exceed" budget. ESA retains the option to transfer fees among line items. Labor hours not expended will not be invoiced. Conversely, should the effort required to provide these services be greater than assumed, or if additional professional services beyond those set forth in this Scope of Work are required, ESA will notify the District and a resolution will be sought.



Board of Directors of the Summerland Sanitary District  
November 4, 2024  
Page 7

## Closing

ESA and MNS look forward to the opportunity to support the District by completing the Coastal Hazards Monitoring Plan and Life Expectancy Analysis Report to the District's and RWQCB's satisfaction and to assist the District to successfully adapt to sea level rise and climate change.

Sincerely,

Nick Garrity, PE  
Southern California Environmental Hydrology & Design Director

Amber Inggs, PE  
Engineer/Hydrologist

Item	Priority	Due Date	Status	Assigned To	Comments
1	High	11/15/24	Complete	Nick Garrity	Final Review
2	Medium	12/01/24	In Progress	Amber Inggs	Data Collection
3	Low	01/15/25	Not Started	Nick Garrity	Initial Review
4	High	11/20/24	Complete	Amber Inggs	Final Report
5	Medium	12/15/24	In Progress	Nick Garrity	Client Meeting
6	Low	02/01/25	Not Started	Amber Inggs	Initial Review
7	High	11/30/24	Complete	Nick Garrity	Final Review
8	Medium	12/15/24	In Progress	Amber Inggs	Data Collection
9	Low	01/15/25	Not Started	Nick Garrity	Initial Review
10	High	12/01/24	Complete	Amber Inggs	Final Report



**Table 1. Fee Estimate**

Project Name Here		N. Garrity Principal Consultant 3	J. Jackson Senior Consultant 5	A. Inggs Senior Consultant 4	A. Roberts Associate Consultant 4	B. Padmos Consultant 5	TOTAL ESA LABOR COST & FEES				TOTAL SUBCONSULTANT & EXPENSE			TOTAL PROJECT COST
							ESA Total Hours	ESA Labor Subtotal (\$)	Technology & Data Management Fee	Total ESA Labor Cost	MNS Total (\$) Amount	Campbell Geo Total (\$) Amount	Total Subconsultant (\$ Amount)	
Task #	Task Name/Description	\$265	\$233	\$212	\$177	\$156								
1	Task 1 Coastal Hazards Monitoring Plan	15	1	29	2	40	87.00	\$ 16,950	\$ 509	\$ 17,459	\$ 1,150	\$ 16,549	\$ 17,699	\$ 35,157
2	Task 2 Reporting	6		18		20	44.00	\$ 8,526	\$ 256	\$ 8,782	\$ -	\$ -	\$ -	\$ 8,782
3	Task 3 Meetings and Project Management	4		17			21.00	\$ 4,664	\$ 140	\$ 4,804	\$ 1,150	\$ -	\$ 1,150	\$ 5,954
4	Optional Task 4 Life Expectancy Analysis	4		6		2	12.00	\$ 2,644	\$ 79	\$ 2,723	\$ 14,950	\$ -	\$ 14,950	\$ 17,673
	<b>Total Hours</b>	<b>29</b>	<b>1</b>	<b>70</b>	<b>2</b>	<b>62</b>	<b>164.00</b>	<b>\$ 32,784</b>	<b>\$ 984</b>	<b>\$ 33,768</b>	<b>\$ 17,250</b>	<b>\$ 16,549</b>	<b>\$ 33,799</b>	<b>\$ 67,566</b>
	<b>Total (\$) Amount</b>	<b>\$7,685</b>	<b>\$233</b>	<b>\$14,840</b>	<b>\$354</b>	<b>\$9,672</b>								

**PROJECT COST ESTIMATE SUMMARY TABLE - INCLUDING OPTIONAL TASK 4 LIFE EXPECTANCY ANALYSIS**

ESA Labor		\$32,784
Technology and Data Management Fee	3%	\$984
<b>ESA Labor Amount</b>		<b>\$33,768</b>
<b>Subconsultant Costs</b>		<b>\$33,799</b>
<b>PROJECT TOTAL</b>		<b>\$67,566</b>

**PROJECT COST ESTIMATE SUMMARY TABLE - EXCLUDING OPTIONAL TASK 4 LIFE EXPECTANCY ANALYSIS**

ESA Labor		\$30,061
Technology and Data Management Fee	3%	\$984
<b>ESA Labor Amount</b>		<b>\$31,044</b>
<b>Subconsultant Costs</b>		<b>\$18,849</b>
<b>PROJECT TOTAL</b>		<b>\$49,893</b>

# Financial Status (Real-Time)

As of November 30, 2024

As of: 11/30/2024 (42% Elapsed)  
Accounting Period: OPEN

Selection Criteria: Fund = 5215,5216, 5217

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

## Fund 5215 -- SummerInd San Dist Running Exp

Line Item Account	6/30/2025 Fiscal Year Adjusted Budget	11/30/2024 Year-To-Date Actual	6/30/2025 Fiscal Year Variance	6/30/2025 Fiscal Year Pct of Budget
<b>Revenues</b>				
<b>Taxes</b>				
3010 -- Property Tax-Current Secured	350,012.00	58,207.34	-291,804.66	16.63 %
3011 -- Property Tax-Unitary	4,299.00	0.03	-4,298.97	0.00 %
3015 -- PT PY Corr/Escapes Secured	0.00	586.32	586.32	--
3020 -- Property Tax-Current Unsecd	12,950.00	13,164.59	214.59	101.66 %
3023 -- PT PY Corr/Escapes Unsecured	0.00	191.59	191.59	--
3040 -- Property Tax-Prior Secured	0.00	26.23	26.23	--
3050 -- Property Tax-Prior Unsecured	0.00	148.81	148.81	--
3054 -- Supplemental Pty Tax-Current	4,275.00	987.80	-3,287.20	23.11 %
3056 -- Supplemental Pty Tax-Prior	0.00	5.54	5.54	--
Taxes	371,536.00	73,318.25	-298,217.75	19.73 %
<b>Fines, Forfeitures, and Penalties</b>				
3057 -- PT-506 Int, 480 CIOS/CIC Pen	0.00	28.04	28.04	--
Fines, Forfeitures, and Penalties	0.00	28.04	28.04	--
<b>Use of Money and Property</b>				
3380 -- Interest Income	11,000.00	4,591.55	-6,408.45	41.74 %
Use of Money and Property	11,000.00	4,591.55	-6,408.45	41.74 %
<b>Intergovernmental Revenue-State</b>				
4220 -- Homeowners Property Tax Relief	1,181.00	183.86	-997.14	15.57 %
Intergovernmental Revenue-State	1,181.00	183.86	-997.14	15.57 %
<b>Charges for Services</b>				
5091 -- Planning & Engrng-Plan Ck Fes	2,100.00	944.00	-1,156.00	44.95 %
5430 -- Sanitation Services	1,067,017.00	-12.50	-1,067,029.50	0.00 %
5433 -- Inspection Fees	2,500.00	2,259.00	-241.00	90.36 %
5746 -- Administrative Revenue	3,700.00	2,184.00	-1,516.00	59.03 %



# Financial Status (Real-Time)

As of: 11/30/2024 (42% Elapsed)  
Accounting Period: OPEN

Selection Criteria: Fund = 5215,5216, 5217

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

## Fund 5215 -- SummerInd San Dist Running Exp

Line Item Account	6/30/2025 Fiscal Year Adjusted Budget	11/30/2024 Year-To-Date Actual	6/30/2025 Fiscal Year Variance	6/30/2025 Fiscal Year Pct of Budget
Charges for Services	1,075,317.00	5,374.50	-1,069,942.50	0.50 %
Revenues	1,459,034.00	83,496.20	-1,375,537.80	5.72 %
<b>Expenditures</b>				
<b>Salaries and Employee Benefits</b>				
6100 -- Regular Salaries	451,481.00	181,536.37	269,944.63	40.21 %
6270 -- Stand-by Pay	22,000.00	11,527.60	10,472.40	52.40 %
6300 -- Overtime	7,500.00	2,371.48	5,128.52	31.62 %
6400 -- Retirement Contribution	129,301.00	53,690.10	75,610.90	41.52 %
6475 -- Retiree Medical OPEB	9,000.00	3,069.40	5,930.60	34.10 %
6500 -- FICA Contribution	36,285.00	15,422.57	20,862.43	42.50 %
6600 -- Health Insurance Contrib	79,157.00	38,986.20	40,170.80	49.25 %
6900 -- Workers Compensation	17,101.00	18,194.37	-1,093.37	106.39 %
Salaries and Employee Benefits	751,825.00	324,798.09	427,026.91	43.20 %
<b>Services and Supplies</b>				
7030 -- Clothing and Personal	3,860.00	2,991.01	868.99	77.49 %
7053 -- Telephone Service Local	10,271.00	3,460.21	6,810.79	33.69 %
7070 -- Household Supplies	1,300.00	869.31	430.69	66.87 %
7090 -- Insurance	67,000.00	64,977.58	2,022.42	96.98 %
7110 -- Directors Fees	22,050.00	6,067.50	15,982.50	27.52 %
7121 -- Operating Supplies	43,626.00	19,859.55	23,766.45	45.52 %
7324 -- Audit and Accounting Fees	29,000.00	15,758.50	13,241.50	54.34 %
7362 -- Building Maintenance	10,500.00	4,180.76	6,319.24	39.82 %
7363 -- Equipment Maintenance	16,375.00	11,579.25	4,795.75	70.71 %
7404 -- Public Health Lab Serv	27,425.00	18,903.00	8,522.00	68.93 %
7430 -- Memberships	8,660.00	7,514.00	1,146.00	86.77 %
7450 -- Office Expense	3,300.00	1,783.33	1,516.67	54.04 %
7454 -- Books & Subscriptions	460.00	261.18	198.82	56.78 %

# Financial Status (Real-Time)

As of: 11/30/2024 (42% Elapsed)  
Accounting Period: OPEN

Selection Criteria: Fund = 5215,5216, 5217

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

## Fund 5215 -- SummerInd San Dist Running Exp

Line Item Account	6/30/2025 Fiscal Year Adjusted Budget	11/30/2024 Year-To-Date Actual	6/30/2025 Fiscal Year Variance	6/30/2025 Fiscal Year Pct of Budget
7459 -- IT Professional Services	4,000.00	1,435.82	2,564.18	35.90 %
7460 -- Professional & Special Service	59,572.00	3,294.35	56,277.65	5.53 %
7508 -- Legal Fees	35,000.00	5,226.70	29,773.30	14.93 %
7510 -- Contractual Services	9,825.00	646.87	9,178.13	6.58 %
7516 -- Permitting Services	12,403.00	623.25	11,779.75	5.02 %
7530 -- Publications & Legal Notices	600.00	0.00	600.00	0.00 %
7546 -- Administrative Expense	3,200.00	0.00	3,200.00	0.00 %
7630 -- Small Tools & Instruments	500.00	457.83	42.17	91.57 %
7653 -- Training Fees & Supplies	4,850.00	2,764.02	2,085.98	56.99 %
7671 -- Special Projects	7,220.00	7,220.00	0.00	100.00 %
7730 -- Transportation and Travel	750.00	844.71	-94.71	112.63 %
7731 -- Gasoline-Oil-Fuel	3,500.00	1,089.27	2,410.73	31.12 %
7761 -- Electricity	68,440.00	26,630.59	41,809.41	38.91 %
7763 -- Water	2,720.00	1,003.47	1,716.53	36.89 %
7764 -- Refuse	4,525.00	1,903.05	2,621.95	42.06 %
Services and Supplies	<b>460,932.00</b>	<b>211,345.11</b>	249,586.89	<b>45.85 %</b>
Expenditures	<b>1,212,757.00</b>	<b>536,143.20</b>	676,613.80	<b>44.21 %</b>
<b>Other Financing Sources &amp; Uses</b>				
<b>Other Financing Uses</b>				
7901 -- Oper Trf (Out)	0.00	2,052.73	-2,052.73	Transferred funds out to allocate purchase pump to 5217
Other Financing Uses	0.00	2,052.73	-2,052.73	--
Other Financing Sources & Uses	0.00	-2,052.73	-2,052.73	--
SummerInd San Dist Running Exp	<b>246,277.00</b>	-454,699.73	-700,976.73	-184.63 %
Fund 5215 Revenues minus Expenses				

# Financial Status (Real-Time)

As of: 11/30/2024 (42% Elapsed)  
Accounting Period: OPEN

Selection Criteria: Fund = 5215,5216, 5217

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

## Fund 5216 -- Summerland San Cap Facilities

Line Item Account	6/30/2025 Fiscal Year Adjusted Budget	11/30/2024 Year-To-Date Actual	6/30/2025 Fiscal Year Variance	6/30/2025 Fiscal Year Pct of Budget
<b>Revenues</b>				
<b>Use of Money and Property</b>				
3380 -- Interest Income	4,000.00	1,795.50	-2,204.50	44.89 %
Use of Money and Property	4,000.00	1,795.50	-2,204.50	44.89 %
<b>Charges for Services</b>				
5432 -- Connection Fees	12,385.00	14,460.00	2,075.00	116.75 %
Charges for Services	12,385.00	14,460.00	2,075.00	116.75 %
Revenues	16,385.00	16,255.50	-129.50	99.21 %
Summerland San Cap Facilities	16,385.00	16,255.50	-129.50	99.21 %
	Expected Revenues			

# Financial Status (Real-Time)

As of: 11/30/2024 (42% Elapsed)  
Accounting Period: OPEN

Selection Criteria: Fund = 5215,5216, 5217

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

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

Line Item Account	6/30/2025 Fiscal Year Adjusted Budget	11/30/2024 Year-To-Date Actual	6/30/2025 Fiscal Year Variance	6/30/2025 Fiscal Year Pct of Budget
<b>Revenues</b>				
<b>Use of Money and Property</b>				
3380 -- Interest Income	25,000.00	12,591.29	-12,408.71	50.37 %
Use of Money and Property	25,000.00	12,591.29	-12,408.71	50.37 %
Revenues	25,000.00	12,591.29	-12,408.71	50.37 %
<b>Expenditures</b>				
<b>Services and Supplies</b>				
7671 -- Special Projects	58,915.00	0.00	58,915.00	0.00 %
Services and Supplies	58,915.00	0.00	58,915.00	0.00 %
<b>Capital Assets</b>				
8200 -- Structures&Struct Improvements	15,000.00	0.00	15,000.00	0.00 %
8300 -- Equipment	20,000.00	8,828.94	11,171.06	44.14 %
8400 -- Infrastructure	45,000.00	0.00	45,000.00	0.00 %
Capital Assets	80,000.00	8,828.94	71,171.06	11.04 %
Expenditures	138,915.00	8,828.94	130,086.06	6.36 %
<b>Other Financing Sources &amp; Uses</b>				
<b>Other Financing Sources</b>				
5910 -- Oper Trf (In)-General Fund	0.00	2,052.73	2,052.73	--
Other Financing Sources	0.00	2,052.73	2,052.73	--
Other Financing Sources & Uses	0.00	2,052.73	2,052.73	--
SummerInd San Dist-Capital Rep	-113,915.00	5,815.08	119,730.08	-5.10 %
Net Financial Impact	148,747.00	-432,629.15	-581,376.15	-290.85 %

Revenues minus Expenses

# Cash Balances (Real-Time)

As of: 11/30/2024  
Accounting Period: OPEN

Selection Criteria: Fund = 5215,5216, 5217

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

Fund	11/1/2024 Beginning Balance	Month-To-Date Cash Receipts (+)	Month-To-Date Treasury Credits (+)	Month-To-Date Warrants and Wire Transfers (-)	Month-To-Date Treasury Debits (-)	11/30/2024 Ending Balance
5215 -- Summerlnd San Dist Running Exp	431,780.89	0.00	58,969.57	0.00	91,641.92	399,108.54
5216 -- Summerland San Cap Facilities	250,686.57	0.00	0.00	0.00	0.00	250,686.57
5217 -- Summerlnd San Dist-Capital Rep	1,699,365.28	0.00	0.00	0.00	0.00	1,699,365.28
Total Report	2,381,832.74	0.00	58,969.57	0.00	91,641.92	2,349,160.39

**SUMMERLAND SANITARY DISTRICT**

Regular Board of Directors Meeting December 12, 2024

**Operations Manager Report**

(October-November Activities)

**OPERATIONS AND FACILITY MAINTENANCE:**

- Staff completed weekly ground maintenance and landscape work including mowing, weed whacking, blowing, edging, and raking.
- Beltpress was operated on 10/16 and 10/29/2024. Maintenance/Repairs were performed on the beltpress as well.
- A technician from Aerzen repaired an oil leak on Blower #2. This service was done at no cost under the manufactures warranty. 10/24/2024
- The front access gate was repaired by Santa Barbara Locksmith and Welder.
- Accumulated e-waste was taken the MarBorg Recycling Center.

**COLLECTION SYSTEM / LIFT STATIONS:**

- Staff made periodic rounds of the collection system to check for any problems, primarily checking the hot spot manholes to ensure proper flow.
- Each of the three lift stations were checked and tested daily.
- Mainline hydro-jet cleaning and manhole inspection performed, while testing the Jetter following its recent service and overhaul. 1,728 ft of lines were cleaned. The jetter battery was replaced and the flashing light was repaired.

**REGULATORY COMPLIANCE:**

- Daily meter readings and sample collection being performed by staff for regulatory compliance and process control.
- The Monthly Discharge Monitoring Report for September was submitted in CWIQS on 10/16/2024. The "No Spill Report" for September was submitted as well.
- The Annual "Onsite Chemical Inventory/Business Plan" was submitted in the California Environmental Reporting System (CERS)
- The Annual Ocean Outfall Inspection was performed by Salty Dog Dive Service on 9/5/2024.
- Meeting on 10/29 with EPA and RWQCB to discuss the NPDES Permit and required reports on Climate Adaptation.
- EPA has selected SSD to participate in "Free Climate Change Risk Assessment Technical Assistance". This program is a part of the EPA's Creating Resilient Water Utilities Initiative (CRWU).
- Meeting on 10/30 with SWRCB and Coastal Commission staff, gathering information on Outfall Projects regulatory requirements.

**PROJECT/STUDY UPDATES:**

- Carollo Engineering submitted a draft of the SSD to MSD connection analysis for review and comment. Responded on 10/10/2024. The Final Draft was submitted 10/23/2024. Presentation to the Board is scheduled for 12/12/2024.
- Met with the Bradly Group and provided data for a proposal on the Outfall Project.
- Requested and received references of past slip lining projects from Aqueos.

**SUMMERLAND SANITARY DISTRICT**

Regular Board of Directors Meeting December 12, 2024

Operations Manager Report

(November-December Activities)

**OPERATIONS AND FACILITY MAINTENANCE:**

- Staff completed weekly ground maintenance and landscape work including mowing, weed whacking, blowing, edging, and raking.
- 11/21, Had a dead tree removed and two tree stumps ground down.
- Landscape lighting was replaced on the entrance walkway.
- Beltpress was operated on 11/14, 11/26, and 12/5/2024
- The Chlorine Contact Chamber and the Final Effluent Tank were cleaned and disinfected.
- Coastline Equipment updated the Operating System Program for the John Deer Back Hoe.
- Heal the Ocean installed a gas chromatograph on their trailer for air sampling and analysis.
- Pac West did termite abatement on the office window frames.
- The safety warning light on the district truck was replaced.
- Accumulated scrap metal was hauled off for recycling.
- Staff installed a drain pipe to direct rainfall runoff to the storm drain.
- County of SB staff on site inspecting the storm drain for future repairs.

**COLLECTION SYSTEM / LIFT STATIONS:**

- Staff made periodic rounds of the collection system to check for any problems, primarily checking the hot spot manholes to ensure proper flow
- Each of the three lift stations was checked and tested daily.
- SCE had a planned power outage on 11/25/2024. Lift station #3 transferred to generator power during the outage.
- The CCTV Van passed a Smog Inspection. The annual Bureau of Automotive Repair (BAR) report was submitted.
- Did a plan review for a pool/spa addition at 130 Montecito Ranch Lane.

**REGULATORY COMPLIANCE:**

- Daily meter readings and sample collection are being performed by staff for regulatory compliance and process control.
- 11/13, Attended a SAMA meeting that was hosted by the City of Santa Barbara. A presentation on Climate Adaptation Program efforts and status.
- 11/20, Attended an orientation meeting for the "Free Climate Change Risk Assessment Technical Assistance" and EPA's Creating Resilient Water Utilities Initiative (CRWU) program.
- Attended a status update meeting with the RWQCB and EPA on the NPDS Permit required reports for Climate Adaptation.

**PROJECT/STUDY UPDATES**

- Phone call with Flow Science, researching Dilution studies on ocean pipeline outfalls.

## SUMMERLAND SANITARY DISTRICT

### Regular Board of Directors Meeting December 12, 2024 District Administrative Manager Report

#### The District received building plans and requests for will-serve letters from the following properties:

- 2534 Whitney Avenue- Construction of a new detached Accessory Dwelling Unit. Sewer plans were approved by the District Operations Manager. A sewer permit and will-serve letter were issued after payment of the administrative fees.

#### Administrative and financial items completed in October and November outside the regular scope of work:

- The three-party agreement with the Rate Study Firm and Colantuono, Highsmith & Wheatly LLP was completed and signed.
- Completed a Flow Chart for the Administrative Procedure for permit applications for new SFD construction, ADUs, and remodels.
- Checked with Legal Counsel Ms. J. McGinnis to receive information regarding the EPA's authorization to accept any offers Re Casmalia. No communication from the EPA has been received.
- Scheduled and held a meeting, together with David Lewis, with Matt Young from the County of SB Water Agency. The County of SB Water Agency initiated the Water Reuse Studies and contributed to the connection-reuse study SSD-MSD.
- Scheduled and held a meeting with the Rate Consultant and Rate-Making Legal Consultant on November 18<sup>th</sup>.
- Participated in several meetings with SWRCB-EPA, SWRCB-Coastal Commission, and Brady Group.
- Sent a second notice of violation to the property owners of 121 Hollister Street to comply with District regulations for repairing, or installing a new property sewer line. The compliance deadline is December 15<sup>th</sup>.
- Attended the seminar "A legal tune-up to help you stay in peak legal shape" on October 29<sup>th</sup>. Checked the new legal requirements with the existing District's policies and procedures. Attended the AB1234 Ethics Compliance Webinar on December 2<sup>nd</sup> and the Medical Reporting Webinar 1095 B and C on December 5<sup>th</sup>.
- Scheduled and prepared for the Ad Hoc Strategic Committee Meetings: November 5<sup>th</sup> and December 10<sup>th</sup>.
- Board members are due for the bi-annual mandatory AB1234 Ethics Compliance training. Board members will be contacted for training opportunities.
- Request to schedule a Finance Committee meeting to review the Capital Reserve Policy Resolution.
- Board Directors are invited to attend the District's Holiday Luncheon at Thario's Kitchen on Wednesday, December 18<sup>th</sup> at noon.
- California Government Code Section 53065.5 requires special districts to annually disclose payments made to its employees or board members for reimbursement of individual charges above \$100. One payment was made for reimbursement of individual charges in excess of \$100 during the year 2024 to C. Bennett for reimbursement of Safety Shoes with a total of \$230.58.

Scheduled Days Off: Thursday, December 26<sup>th</sup>.