



Regular Board of Directors Meeting

Thursday, April 10, 2025, 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 attend the meeting in person. The public may also 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=nlt8jNgA5DOkwx950nKL4h0nmahQbj.1&omn=84255333774>

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, 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. **APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF MARCH 18, 2025**
[Action Item]
- VI. **APPROVAL OF THE MONTHLY EXPENDITURES FOR MARCH 2025, INCLUDING PAYROLL AND PETTY CASH** [Action Item]
- VII. **COMMITTEE REPORTS**
 - A. Finance Committee Report
 - B. Administrative, Operations & Personnel Committee Report
 - C. Ad-Hoc Strategic Committee Report

SUMMERLAND SANITARY DISTRICT
Regular Board of Directors Meeting
AGENDA

VIII. NEW BUSINESS ITEM

A. Consideration of Consolidation, Dissolution & Annexation, and/or Contract Services [Action Items]

The Board will receive a PowerPoint presentation by Aleks Giragosian Esq. concerning options for consolidation, annexation & dissolution, or contract services. The Board will be requested the following:

- I. Consideration and approval to retain joint Montecito Sanitary District (MSD) - Summerland Sanitary District legal counsel representation by Mr. Aleks Giragosian, Esq. concerning possible consolidation, annexation & dissolution, or contract services.
- II. Authorizing Legal Counsel to begin the process with LAFco and to prepare the Resolution of Application for consolidation, or dissolution & annexation with Montecito Water District.
- III. Discussion of contract services.

IX. CLOSED SESSION

Conference with Legal Counsel – Public Employment (§54957)
Title: District Administrative Manager

X. FINANCIAL STATUS REPORT [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.

XI. 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.

XII. 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.

XIII. BOARD COMMUNICATIONS

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

XIV. ADJOURNMENT



Minutes of the Regular Board of Directors Meeting

Tuesday, March 18, 2025, 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=nlt8jNgA5DOkw950nKL4h0nmahQbj.1&omn=84255333774>

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 G. ROBINSON CALLED THE REGULAR BOARD MEETING TO ORDER AT 3:02 P.M.

I. CALL TO ORDER/ROLL CALL

DIRECTORS PRESENT

JOLENE COLOMY
JOHN FRANKLIN
TRICIA PRICE
GARY ROBINSON
JAMES WITMER

ABSENT

-

OTHERS PRESENT

DAVID LEWIS	Operations Manager
MARJON (MAR) SOUZA	Administrative Manager
JANET MCGINNIS	Legal Counsel

ZOOM VIDEOCONFERENCE PARTICIPATION

ALISON LECHOWICZ	Rate Study Consultant
MICHAEL COLANTUONO	Legal Consultant- Rate Making

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

President G. Robinson asked if there were any modifications or changes and announced that New Business Item IX, A will be discussed first after the approval of the minutes to accommodate the Zoom participants Ms. Lechowicz, and Mr. Colantuono.

IV. PUBLIC COMMENT [Non-Agenda Items]

President G. Robinson asked the Clerk of the Board M. Souza if there were any public comments. No public comments were submitted in advance and no members of the public that were present provided any public comments.

V. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING FEBRUARY 13, 2025, AND SPECIAL BOARD MEETING OF MARCH 6, 2025 [Action Item]

Director J. Franklin made a motion to approve the regular board meeting minutes of February 13,

2025. The motion was seconded by Director J. Colomy.

Director J. Colomy made a motion to approve the special board meeting minutes of March 6, 2025. The motion was seconded by Director J. Witmer.

The motions were carried by the following roll call vote:

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

IX. NEW BUSINESS ITEMS

A. Consideration for Setting a Date for a Public Hearing on Proposed Sewer Service Charges Adjustments per July 1, 2025 [Action Item]

The Board was requested to consider the following:

- I. To set a date for a Public Hearing on the Proposed Sewer Service Charges Adjustment based on the analysis provided in the Sewer Cost-of-Service Study.
- II. To instruct the Administrative Manager to send out Prop. 218 Notices to the Ratepayers at least 45 days before the public hearing date.

Director J. Colomy made a motion to set the date for a Public Hearing on June 12, 2025, at 3:00 p.m., at the Church Meeting Hall, on the Proposed Sewer Service Charges Adjustment based on the analysis provided in the Sewer Cost-of-Service Study. And, to send out the Prop. 218 Notices to all Ratepayers at least 45 days before the June 12th Hearing date. The motion was seconded by Director J. Witmer and was carried by the following roll call vote:

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

VI. APPROVAL OF THE MONTHLY EXPENDITURES FOR FEBRUARY 2025, INCLUDING PAYROLL AND PETTY CASH [Action Item]

District Management answered the Board's questions and clarified information about the payout of bills. Director J. Franklin made a motion to approve the monthly expenditures, including payroll and petty cash totaling \$78,261 from Operations Fund 5215 and \$7,084 from Capital Expenditure Fund 5217. The motion was seconded by Director J. Colomy, and was carried by the following roll call vote:

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

VII. COMMITTEE REPORTS

A. Finance Committee Report

The committee did not meet.

B. Administration, Operations & Personnel (AOP) Committee

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The committee did not meet.

C. Ad-Hoc Strategic Committee

The committee did not meet but is scheduled to meet with the Montecito Sanitary District Board of Directors tomorrow March 19, 2025, to discuss the Carollo Study Results and possible future collaboration projects.

D. Ad-Hoc Rate Study Committee

The committee did not meet.

VIII. **CLOSED SESSION**

Conference with Legal Counsel – Anticipated Litigation [Gov. Code, § 54956.9(d)(4)] – one case (Summerland Sanitary District v. Ryszard and Maria Stawiecki/owner of 121 Hollister Street)

President G. Robinson announced that the Board was scheduled to go into the closed session with legal counsel and staff. He announced that the Board received a letter, by email, on March 17, 2025, from Coastal River Terrace LLC. The letter was received after the 72-hour posting of the agenda and board meeting package and will be discussed during the closed session and will be added to the board meeting package as an addendum. President G. Robinson asked if there were any public comments regarding the closed session item. There were none.

Board President G. Robinson announced at 3:20 p.m. that the Board, Legal Counsel, and staff entered into closed session. The Board reconvened into open session at 3:35 p.m.

Director J. Franklin made a motion to authorize Legal Counsel to file a complaint seeking immediate injunctive relief through orders requiring Stawiecki to repair and connect their faulty sewer lateral or to construct and connect a new lateral. The motion was seconded by J. Colomy and passed with the following roll call vote:

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

X. **FINANCIAL STATUS REPORT – FEBRUARY 2025** [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. Colomy made a motion to accept the Financial Status Report as presented. The motion was seconded by Director J. Witmer and was carried by the following roll call vote:

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

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XI. OPERATIONS MANAGER REPORT

Operations Manager D. Lewis provided a written and oral report and answered Board questions

XII. ADMINISTRATIVE MANAGER REPORT

Administrative Manager M. Souza provided a written and oral report and answered Board questions.

IX. BOARD COMMUNICATIONS

A. Board Communications:

B. Items for future Board meetings:

C. Next regular board meeting: Thursday, April 10, 2025.

X. ADJOURNMENT

President G. Robinson adjourned the meeting at 4:00 p.m.

Respectfully submitted:

Jolene Colomy
Secretary

Date: April 10, 2025

Minutes prepared by M. Souza

Expenditure Transactions

From March 1 through March 31, 2025

From 3/1/2025 to 3/31/2025

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	LI Acct	Description	Amount	Vendor	Vendor Name	
JE - 0278763	3/3/2025		6475	HRA Administrative Fee - FEB 2025	13.50			
CLM - 0825532	3/6/2025		7508	Rate Making Legal Advice Feb 2025	3,685.50	062817	COLANTUONO HIGHSMITH & WHATLEY PC	
CLM - 0825535	3/6/2025		7510	Call Center Service - March 2025	74.20	106048	CENTRAL COMMUNICATIONS	
CLM - 0825537	3/6/2025		7763	Drinking water delivery Feb 2nd	34.51	067307	CULLIGAN OF VENTURA COUNTY	
CLM - 0825540	3/6/2025		7110	Comp. Agenda Setting March 3, 2025	175.00	167410	GARY W ROBINSON	
CLM - 0825543	3/6/2025		7460	Electr. Tech labor -3 hrs	390.00	226497	ELECTRICAL INSTRUMENTATION SERVICES	
CLM - 0825546	3/6/2025		7731	Gasoline February 2025	90.11	522736	McCormix Corporation	
CLM - 0826439	3/12/2025		7761	Electric Bill 01/03 through 01/30/2025	5,488.42	767200	SOUTHERN CALIFORNIA EDISON	
CLM - 0826712	3/13/2025		7460	Coastal Hazard Monitoring Plan Study Inv 1	4,487.71	263269	ENVIRONMENTAL SCIENCE ASSOC	
CLM - 0826759	3/13/2025		7030	New Employee workpants (5) and shirts (8)	302.59	790180	Summerland Sanitary District	
CLM - 0826759	3/13/2025		7070	Household supplies Feb 2025	62.99	790180	Summerland Sanitary District	
CLM - 0826759	3/13/2025		7362	Home Depot: Top-soil, floodlight, knee pads	124.84	790180	Summerland Sanitary District	
CLM - 0826759	3/13/2025		7450	Scan service District Maps, mailing	22.31	790180	Summerland Sanitary District	
CLM - 0826759	3/13/2025		7454	Monthly Subscription MS Office, Zoom	24.24	790180	Summerland Sanitary District	
CLM - 0826759	3/13/2025		7460	Print and mailing, 480 Postcards Town Hall Meeting	388.32	790180	Summerland Sanitary District	
CLM - 0826759	3/13/2025		7510	Annual Fee Social Security Admin by CalPers	71.65	790180	Summerland Sanitary District	
CLM - 0826759	3/13/2025		7510	Outstanding Inv background checks (3)	90.00	790180	Summerland Sanitary District	
CLM - 0826763	3/13/2025		7053	Phone Wireless February 2025	169.96	297454	VERIZON WIRELESS	
CLM - 0826764	3/13/2025		7121	Hach total Chlorine Accuvac plus tax	208.25	835122	USA BLUEBOOK	
CLM - 0826764	3/13/2025		7121	Wipes for testing, timer replacem. ph buffer pack	141.95	835122	USA BLUEBOOK	
CLM - 0826764	3/13/2025		7121	Telescoping Pole with Ferrule	90.80	835122	USA BLUEBOOK	
CLM - 0826764	3/13/2025		7121	tax and freight	120.90	835122	USA BLUEBOOK	
CLM - 0826766	3/13/2025		7763	Water Usage Feb 2025	205.01	556712	MONTECITO WATER DISTRICT	
CLM - 0826767	3/13/2025		7110	Comp. Special Board Meeting 6/3/2025	175.00	167410	GARY W ROBINSON	
CLM - 0826768	3/13/2025		7110	Comp. Special Board Meeting 6/3/2025	175.00	091927	JAMES WITMER	
CLM - 0826769	3/13/2025		7110	Comp. Special Board Meeting 3/6/2025	175.00	765907	John Franklin	
CLM - 0826771	3/13/2025		7110	Comp. Special Board Meeting 6/3/2025	175.00	009934	JOLENE M COLOMY	
CLM - 0826772	3/13/2025		7110	Comp. Special Board Meeting 3/6/2025	175.00	215753	TRICIA THORSELL PRICE	
CLM - 0826773	3/13/2025		7764	Trash Service February 2025	385.11	509950	MARBORG INDUSTRIES	

Credit
Card
Exp.

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Expenditure Transactions

From 3/1/2025 to 3/31/2025

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 - 0826775	3/13/2025		7053	Internet March 2025	107.54	776537	COX COMMUNICATIONS - BUSINESS
CLM - 0826776	3/13/2025		7121	Gloves 3 cases	608.92	069965	WINEMA INDUSTRIAL & SAFETY SUPPLY
CLM - 0826784	3/15/2025		6100	Regular Salaries March 1-15, 2025	17,146.30	790178	Summerland Sanitary District
CLM - 0826784	3/15/2025		6270	Standby March 1-15, 2025	956.71	790178	Summerland Sanitary District
CLM - 0826784	3/15/2025		6500	Medicare and Fica March 1-15, 2025	1,468.61	790178	Summerland Sanitary District
CLM - 0826784	3/15/2025		6600	Healthcare Contr. D.L. March 1-15, 2025	300.00	790178	Summerland Sanitary District
JE - 0279395	3/15/2025		6400	Retirement Contr. Employer & EE Payroll 3-15-2025	5,931.54		
JE - 0279395	3/15/2025		6475	Healthcare Contr. 401(h) Retirees 3-15-2025	300.19		
CLM - 0827099	3/17/2025		7516	APCD Annual Emissions Fee Generators Plant & LSIII	1,662.02	010698	AIR POLLUTION CONTROL DISTRICT
CLM - 0827103	3/17/2025		7516	APCD Annual Review Fee Generator LS III	307.00	010698	AIR POLLUTION CONTROL DISTRICT
CLM - 0827109	3/18/2025		7516	APCD Annual Review Fee Generator WWTP	307.00	010698	AIR POLLUTION CONTROL DISTRICT
CLM - 0827268	3/18/2025		7404	FGL Lab testing 1/10- 2/19	2,070.00	270150	FGL ENVIRONMENTAL INC
MIC - 0207633	3/18/2025		7030	Safety/Rain Jacket and Pants new EE	147.01	328964	GRAINGER INC
MIC - 0207633	3/18/2025		7030	Rubber boots new EE, Rain Jacket E.N.	145.23	328964	GRAINGER INC
MIC - 0207633	3/18/2025		7030	Ear Muffs-over-the-head new EE	50.06	328964	GRAINGER INC
CLM - 0828600	3/27/2025		7761	Electric Bill Jan 31 -March 3, 2024	5,968.99	767200	SOUTHERN CALIFORNIA EDISON
CLM - 0828602	3/27/2025		7121	830 Gallons of Sodium Hypochlorite	3,347.93	214614	UNIVAR SOLUTIONS USA INC
CLM - 0828605	3/27/2025		7508	Legal Serv. Feb 6 through March 21, 2025	5,128.07	146937	LAW OFFICE OF JANET K MCGINNIS
CLM - 0828606	3/27/2025		7053	Monthly Charge Plant/Office Phone 3/13-4/12/25	266.64	075391	FRONTIER
CLM - 0828608	3/27/2025		7053	Monthly Charge LS Alarm Phones 3/13-4/12/25	316.67	075391	FRONTIER
CLM - 0828597	3/31/2025		6100	Regular Salaries March 16-31, 2025	17,466.07	790178	Summerland Sanitary District
CLM - 0828597	3/31/2025		6270	Standby March 16-31, 2025	1,009.09	790178	Summerland Sanitary District
CLM - 0828597	3/31/2025		6300	Overtime March 16-31, 2025	101.40	790178	Summerland Sanitary District
CLM - 0828597	3/31/2025		6500	Medicare and Fica March 16-31, 2025	1,508.87	790178	Summerland Sanitary District
CLM - 0828597	3/31/2025		6600	Healthcare Contr. D.L. March 16-31, 2025	300.00	790178	Summerland Sanitary District
CLM - 0829022	3/31/2025		6600	Medical Benefits April 2025 (2 credit months VA)	2,479.79	002073	SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

Expenditure Transactions

From 3/1/2025 to 3/31/2025

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 - 0279879	3/31/2025		6400	Retirement Contr. Employer & EE Payroll 03-31-2025	6,168.93		
JE - 0279879	3/31/2025		6475	Healthcare Contr. 401(h) Retirees 03-31-2025	300.19		
JE - 0280187	3/31/2025		6100	Relocate EE Contr. SBCERS 3rd Q to 6100 Payroll	4,500.10		
JE - 0280187	3/31/2025		6400	Relocate EE Contr. SBCERS 3rd Q to 6100 Payroll	-4,500.10		
Total SummerInd San Dist Running Exp					93,593.64		



VII A/1

Board of Directors Meeting STAFF REPORT

TO : Board of Directors
FROM : District Administrative Manager
DATE : April 10, 2025
RE : Discussion of Consolidation, Annexation, Contract Services

Background: On Thursday, March 19, 2025, SSD's Strategic Committee met with the MSD Board. The SSD-MSD Collection System and Flow Equalization Analysis for MWD Reuse was discussed (Carollo Study). Both parties agreed that connecting the SSD facilities to MSD is unlikely to be financially feasible at this point, but that this option could be revisited at a later date.

Exploration of other opportunities: the MSD Board and the Strategic Committee agreed to explore options for consolidation, annexation, and/or contracting services out to MSD. MSD's legal counsel, Mr. Aleks Giragosian, offered to prepare and present a PowerPoint outlining possible agreements and the processes of each of those options. It was also agreed that the legal expense would not exceed \$2,000 in total, and the cost would be shared by the Districts proportionally.

Subsequently, at the MSD Regular Board meeting of March 28, 2025, consolidation with the Montecito Water District (MWD) was discussed, and the MSD Board set in motion approving the process of consolidation with MWD with a 3-2 approval vote.

I was contacted by John Weigold and Aleks Giragosian with the information that the SSD Board should discuss and consider being part of this consolidation process with the Montecito Water District. This request was discussed with Board President Gary Robinson and has been added to today, April 10th, agenda as a discussion point. In addition, the SSD Board could consider allocating District functions to the Montecito Sanitary District.

Mr. Aleks Giragosian can assist both Districts with legal advice on issues of consolidation, annexation, or contract services, subject to the Board's ratification of the April 1, 2025, joint representation consent letter. He also has been invited to the April 10th board meeting for introduction.

The Board will receive a PowerPoint presentation by Mr. Giragosian at the April 10th board meeting and the Board will have an opportunity to discuss the options presented. The Strategic Committee is scheduled to meet with the MSD Board on April 16, 2025, to discuss the findings of Mr. Giragosian and to have a discussion with the MSD Board on possible collaboration, or requests to consider.

Recommendation:

Discuss the options of Consolidation or Annexation and dissolution with Montecito Sanitary District and, or Montecito Water District. And discuss contracting out services with Montecito Sanitary District.

Requested Action: Ratify the April 1, 2025, Colantuono, Highsmith & Whatley, PC joint representation consent letter.

A/2

**COLANTUONO
HIGHSMITH
WHATLEY, PC**

ALEKS R. GIRAGOSIAN | 213-542-5734 | AGIRAGOSIAN@CHWLAW.US

April 1, 2025

VIA ELECTRONIC MAIL ONLY

John Weigold, General Manager
Montecito Sanitary District
1042 Monte Cristo Lane
Montecito, CA 93108
jweigold@montsan.org

Mar Souza, Administrative Manager
Summerland Sanitary District
2435 Wallace Avenue
Summerland, CA 93067
msouza@summerlandsd.org

Dear John and Mar,

As we discussed, I write to request the consent of the Montecito Sanitary District ("MSD") and the Summerland Sanitary District ("SSD") to our firm's representation of both Districts regarding their potential consolidation, annexation, and/or contracting of services.

The informed written consent of all clients is required whenever a law firm represents clients with potentially or actually adverse interests, even in unrelated matters. California Rule of Professional Conduct 1.7 provides, in relevant part:

(a) A lawyer shall not, without the informed written consent* from each client and compliance with paragraph (d), represent a client if the representation is directly adverse to another client in the same or a separate matter.

...

(d) Representation is permitted under this rule only if the lawyer complies with paragraphs (a), (b), and (c), and:

ATTORNEY-CLIENT PRIVILEGED AND CONFIDENTIAL

Montecito Sanitary District

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- (1) the lawyer reasonably believes* that the lawyer will be able to provide competent and diligent representation to each affected client;
- (2) the representation is not prohibited by law; and
- (3) the representation does not involve the assertion of a claim by one client against another client represented by the lawyer in the same litigation or other proceeding before a tribunal.

(Terms followed by asterisks are defined elsewhere in the Rules.)

Whenever an attorney represents more than one party as to a matter, conflicts of interest could exist or develop among them as to the case. We are not aware of any existing conflict of interest between you as to the lawfulness and manner of coordinating or consolidating your services, and your economic differences will not require legal support. However, conflicts of interest could arise that may make it necessary or desirable that separate counsel be retained. For example, one or another might wish to assert a formal claim against the other or you may reach agreement and then have a dispute under that agreement.

While representing both Districts, we might learn confidential facts. While such communications would be privileged as to third parties, they may not be privileged as among our clients — we have to treat you both equally and cannot keep secrets from either of you.

We believe we can effectively serve as General Counsel to MSD, ratemaking counsel to SSD, and assist both districts with the potential consolidation, annexation, and/or contracting of services because the Districts' interests are not adverse — they both seek a workable arrangement and do not seek legal support on economic issues. If adversity arises between the Districts in the future, SSD agrees to retain separate counsel for this matter and that we may continue to represent MSD as General Counsel. We are aware of no law which would prohibit our representing MSD and SSD regarding potential consolidation, annexation, and/or contracting of services, either. We cannot file a formal claim against either client while representing the other, meaning each client will need separate counsel should litigation arise between them.

ATTORNEY-CLIENT PRIVILEGED AND CONFIDENTIAL

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Whether to grant this consent is a business judgment for MSD and SSD and each may wish to seek independent advice regarding it from counsel other than our firm.

The pros that we see of granting this consent are that both districts will receive the same advice regarding a path forward to work more closely together. It also maintains our ability to assist SSD in ratemaking matters and MSD on general counsel services. The cons we perceive include the potential that we will be viewed as having divided loyalties. We believe we can provide effective, able, and energetic service to all our clients notwithstanding these multiple representations, but that is a judgment MSD and SSD must make for themselves.

By signing below, MSD and SSD each confirms it has carefully considered the advantages and disadvantages of providing the consent we seek and agrees that we may represent it as described above while continuing to represent MSD as General Counsel, SSD as ratemaking counsel, and both districts regarding potential consolidation, annexation, and/or contracting of services.

If you require further information or would like to discuss this further, please let me know.

Respectfully,

Aleks R. Giragosian

COLANTUONO HIGHSMITH WHATLEY, PC

ALEKS R. GIRAGOSIAN | 213-542-5734 | AGIRAGOSIAN@CHWLAW.US

On behalf of the Montecito Sanitary District, I hereby agree that Colantuono, Highsmith & Whatley, PC may represent the Summerland Sanitary District as ratemaking counsel and regarding potential consolidation, annexation, and/or contracting of services, while simultaneously serving as General Counsel for the Montecito Sanitary District.

Montecito Sanitary District

Date: April ____, 2025

By: _____

John Weigold

General Manager

On behalf of the Summerland Sanitary District, I hereby agree that Colantuono, Highsmith & Whatley, PC may represent the Montecito Sanitary District as General Counsel and for potential consolidation, annexation, and/or contracting of services with Summerland Sanitary District, while simultaneously representing the Summerland Sanitary District as ratemaking counsel.

Summerland Sanitary District

Date: April ____, 2025

By: _____

Gary Robinson

Board President

790 E. COLORADO BOULEVARD, SUITE 850, PASADENA, CALIFORNIA 91101-2109 | (213) 542-5700

GRASS VALLEY | ORANGE COUNTY | PASADENA | SACRAMENTO | SONOMA

IX/A

Marjon (Mar) Souza
5224 El Carro Lane
Carpinteria, CA 93013
marjonsouza@outlook.com

March 31, 2025

Board of Directors
Summerland Sanitary District
P.O. Box 417
Summerland, CA 93067

Re: Letter of Resignation

Dear Board of Directors,

I'm writing you to inform you of my decision to resign from my administrative and financial manager's position, effective July 4, 2025.

Joel and I decided to live bi-continental starting this summer, which allows me to be with my elderly mother and my family for part of the year.

I enjoyed being of service to you, staff, and the community of Summerland. The last five years have been extremely fulfilling and rewarding. Thank you for the trust and the professional and personal development opportunities the District has provided to me.

I'm giving you ample time, so you have an opportunity to review the current organization matrix and the District's organization needs and transition time.

I have chosen the date July 4th so I can successfully close out the fiscal year and prepare the District's financial and administrative affairs for the new fiscal year. If desired I could assist with some remote assistance through the end of July 2025.

With kind regards,



Mar Souza

Summerland Sanitary District

Aleks Giragosian, Special Counsel
Colantuono, Highsmith & Whatley, PC
April 10, 2025

1

Three Options:

Contracting
for Services

Consolidation

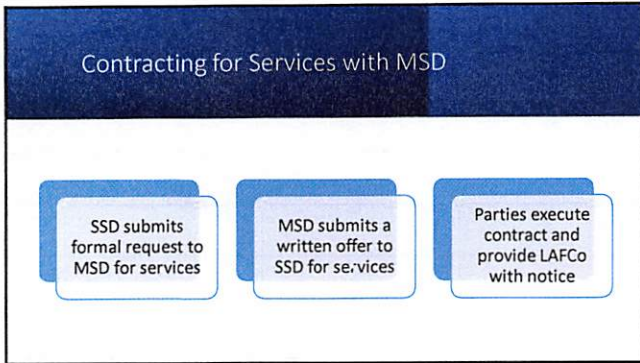
Dissolution &
Annexation

2

Contracting for Services

- Generally, an agency needs LAFCo approval to operate services outside of its jurisdictional boundary
- However, an exception exists where "the public service to be provided is an alternative to, or substitute for, public services already being provided by an existing public service provider and where the level of service to be provided is consistent with the level of service contemplated by the existing service provider." (GC 56133(e)(1))
- Potential Services to Contract
 - Wastewater treatment
 - Lab testing
 - Administrative functions
 - Maintenance of collection system

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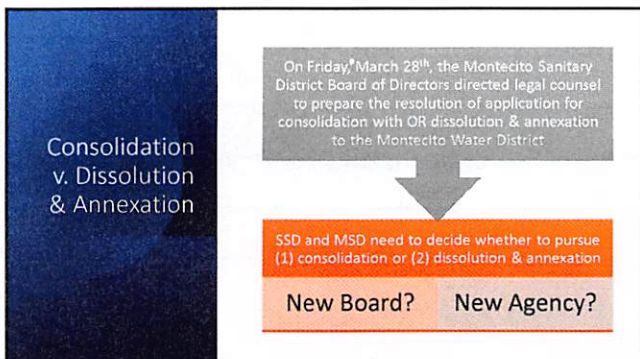


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Consolidation v. Dissolution & Annexation

- LAFCo's Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 ("CKH") defines "consolidation" to mean "the uniting or joining of ... two or more districts into a single new successor district." (GC 56030)
 - Consolidation may result in the formation of a new successor sanitary district and/or the selection of new officers (GC 57139)
- CKH defines "annexation" to mean "the inclusion, attachment, or addition of territory to a city or district" (GC 56017)
- CKH defines "dissolution" to mean "the disincorporation, extinguishment, or termination of the existence of a district and the cessation of all its corporate powers, except as the commission may otherwise provide pursuant to Section 56886 or for the purpose of winding up the affairs of the district." (GC 56035)
 - Dissolution and annexation will result in the Montecito Sanitary District Board taking full charge of the region as the successor district

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Consolidation v. Dissolution & Annexation

The Montecito Water District (MWD) can serve as the successor agency

MWD's principal act authorizes the operation of sanitary sewer services upon an election (WC 35504) or protest hearing (WC 35504.5)

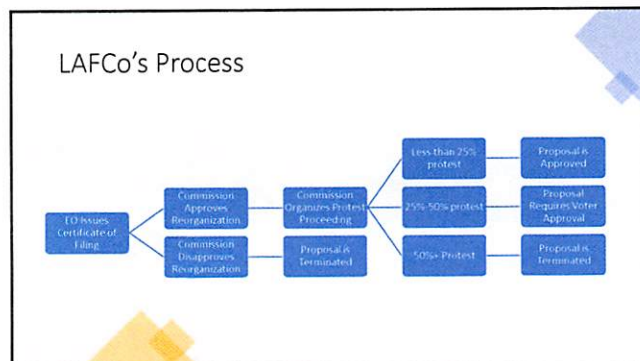
According to LAFCo's 2022 MSR, MWD has not activated its sewer, recycled water, or stormwater services (only water and water management services). It will need LAFCo approval to do so.

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Immediate Next Steps

1. All three district boards independently decide how to proceed
2. All three district executives meet with LAFCo staff to determine the procedural next steps
3. All three district boards execute a formal cost sharing agreement and determine whether to jointly approve consultants or to delegate approval authority to one of the agencies to undertake the required:
 1. Application process (GC 56658)
 2. Plan for providing services (GC 56653)
 3. Property tax revenue exchange agreement negotiations (GC 56658)
4. All three district boards adopt the same resolution of application and submit to LAFCo

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Slide 5

ms0 Please write LAFCo's CHK in the first paragraph "LAFCo's Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000"
marjon souza, 2025-04-02T15:25:53.506

IV/B

EMPLOYMENT OPPORTUNITY



BUSINESS MANAGER

Compensation Range: \$10,000 - \$12,000 Monthly, based on experience

Final Filing Date: May 2, 2025, by 2:00 p.m.

SUMMERLAND SANITARY DISTRICT

The Summerland Sanitary District provides sanitary sewer services for approximately 894 equivalent dwelling units in the community of Summerland. The District's 300,000 GPD treatment plant was originally built in 1957, and it was upgraded in 1991. The treated effluent is discharged to the Pacific Ocean, under an NPDES permit issued by the Central Coast Regional Water Quality Control Board. Summerland's collection system consists of approximately ten miles of main sewer lines and three lift stations. The District's operating budget for 2024-25 is \$1,212,757, and the staff is comprised of an Operations Manager, a Business Manager, and three WWTP Operators. The District is currently exploring possible consolidation with another agency, which could be a highly rewarding and engaging process for the Business Manager.

THE POSITION

The District Business Manager serves as the administrative and financial head of the District and is responsible for the implementation of the policies and directives set by the District's Board of Directors, as well as the mandated legal purposes of the District. Acts as the Clerk to the Board and Chief Financial Officer. The position is in person.

Specific Responsibilities:

- Advises the Board of Directors; recommends programs and policies required in the public interest; assists in public outreach and communications.
- Provides the Board of Directors with accurate and concise information and presentations to assist in timely and informed decisions. Prepares Board meeting agendas and meeting packages. Acts as Clerk of the Board.
- Plans, directs, oversees, and participates in the development of the District's administrative operations and programs; oversees initiation and financial aspects of District contracts with outside vendors and consultants.
- Enforces and administers provisions of the ordinances, resolutions, and policies of the District. Ensures compliance with all relevant local, state, and federal laws, rules, and regulations.
- Prepares the annual District administrative budget for consideration by the Board and exercises budgetary control. Acts as Chief Financial Officer.

- Expends District funds prudently and conforms to the adopted budget, performs accounting functions, and assists during financial audits.
- Forecasts future income and expenditures to ensure the continued financial stability of the District, including assisting with rate studies or other financial studies.
- Provides customer service.
- In coordination with consulting engineers, the operations manager, and attorneys, coordinates the development, funding, and implementation of operation plans and long-term capital improvements.
- Represents the District in contract negotiations; and supervises the administration of contracts.
- Confers with legal counsel regarding revisions to the law and their implications on District ordinances, policies, and programs.
- Develops, implements, and interprets human resources and personnel policies. Manages bi-weekly payroll and all required payroll-related reports. Administers employee benefits programs and web and database management.
- Sets procedures to inspire and ensure a safe work environment.
- Other duties as assigned by the Board of Directors.

Experience, Training & Education:

The following requirements generally demonstrate possession of the minimum required knowledge and ability necessary to perform the duties of the position.

1. Bachelor's degree with coursework in business or public administration, accounting, finance, human resources, or a related field strongly preferred.
2. Five years' experience in the supervision of the full scope of administrative operations of a local district or public agency comparable in size and complexity to SSD.
3. The ability to read and speak English commensurate with the actual functions of the position.
4. Possession of a valid Class C Driver's License and a driving record that is acceptable to the District's insurance carrier.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential duties.

While performing the duties of this job, the employee is regularly required to see, hear and speak. The employee is frequently required to stand, walk, sit, reach with hands and arms, and use hands and fingers to handle or feel. The employee is occasionally required to climb, balance, stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

EMPLOYEE BENEFITS

- Health Insurance: Fully paid for employee
- Dental Insurance: Fully paid for employee
- Life Insurance: \$20,000 policy
- Vacation Leave: 80 hrs. (1- 5 yrs.), 120 hrs (6-10 yrs.), 160 hrs (11-15 yrs), 200 hrs (15+ yrs.)
- Sick Leave: 13 days per year
- Holidays: 12 days per year (includes 1 Floating Holiday)
- Retirement Program: Santa Barbara County Retirement System (reciprocity with PERS)

APPLICATION PROCESS

Final Filing Date; May 2nd 2025 at 2:00 p.m.

To be considered for this career opportunity, please forward a letter of interest and your resume with three work-related references to info@summerlandsd.org

Board of Directors, Summerland Sanitary District
P.O. Box 417, Summerland, CA 93067

Selection Procedure:

After the final filing date, applications will be reviewed. Candidates with qualifications that best meet the needs of SSD will be invited to participate in an interview process. The SSD Board of Directors will make the final decision regarding a candidate's eligibility. All applicants will be notified by email regarding further participation in the selection process. Travel costs are at the applicant's expense. Applicants considered for appointment will be required to undergo a post-job offer, pre-employment medical examination including drug testing and a thorough background investigation.

Financial Status (Real-Time)

As of March 31, 2025

As of: 3/31/2025 (75% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 5215,5216, 5217

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

Fund 5215 -- SummerInd San Dist Running Exp

Line Item Account	6/30/2025 Fiscal Year Adjusted Budget	3/31/2025 Year-To-Date Actual	6/30/2025 Fiscal Year Variance	6/30/2025 Fiscal Year Pct of Budget
Revenues				
Taxes				
3010 -- Property Tax-Current Secured	350,012.00	205,858.52	-144,153.48	58.81 %
3011 -- Property Tax-Unitary	4,299.00	2,464.09	-1,834.91	57.32 %
3015 -- PT PY Corr/Escapes Secured	0.00	471.13	471.13	--
3020 -- Property Tax-Current Unsecd	12,950.00	13,040.05	90.05	100.70 %
3023 -- PT PY Corr/Escapes Unsecured	0.00	327.80	327.80	--
3040 -- Property Tax-Prior Secured	0.00	35.25	35.25	--
3050 -- Property Tax-Prior Unsecured	0.00	224.27	224.27	--
3054 -- Supplemental Pty Tax-Current	4,275.00	3,036.15	-1,238.85	71.02 %
3056 -- Supplemental Pty Tax-Prior	0.00	35.19	35.19	--
Taxes	371,536.00	225,492.45	-146,043.55	60.69 %
Fines, Forfeitures, and Penalties				
3057 -- PT-506 Int, 480 CIOS/CIC Pen	0.00	39.58	39.58	--
Fines, Forfeitures, and Penalties	0.00	39.58	39.58	--
Use of Money and Property				
3380 -- Interest Income	11,000.00	8,865.29	-2,134.71	80.59 %
Use of Money and Property	11,000.00	8,865.29	-2,134.71	80.59 %
Intergovernmental Revenue-State				
4220 -- Homeowners Property Tax Relief	1,181.00	612.87	-568.13	51.89 %
Intergovernmental Revenue-State	1,181.00	612.87	-568.13	51.89 %
Charges for Services				
5091 -- Planning & Engrng-Plan Ck Fes	2,100.00	1,572.00	-528.00	74.86 %
5430 -- Sanitation Services	1,067,017.00	590,543.00	-476,474.00	55.35 %
5433 -- Inspection Fees	2,500.00	3,984.00	1,484.00	159.36 %
5746 -- Administrative Revenue	3,700.00	2,880.00	-820.00	77.84 %

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Financial Status (Real-Time)

As of: 3/31/2025 (75% Elapsed)
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Fund 5215 -- SummerInd San Dist Running Exp

Line Item Account	6/30/2025 Fiscal Year Adjusted Budget	3/31/2025 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	598,979.00	-476,338.00	55.70 %
Revenues	1,459,034.00	833,989.19	-625,044.81	57.16 %
Expenditures				
Salaries and Employee Benefits				
6100 -- Regular Salaries	451,481.00	331,279.50	120,201.50	73.38 %
6270 -- Stand-by Pay	22,000.00	19,149.38	2,850.62	87.04 %
6300 -- Overtime	7,500.00	4,127.66	3,372.34	55.04 %
6400 -- Retirement Contribution	129,301.00	91,082.28	38,218.72	70.44 %
6475 -- Retiree Medical OPEB	9,000.00	5,660.01	3,339.99	62.89 %
6500 -- FICA Contribution	36,285.00	27,536.69	8,748.31	75.89 %
6600 -- Health Insurance Contrib	79,157.00	62,609.36	16,547.64	79.10 %
6900 -- Workers Compensation	17,101.00	18,194.37	-1,093.37	106.39 %
Salaries and Employee Benefits	751,825.00	559,639.25	192,185.75	74.44 %
Services and Supplies				
7030 -- Clothing and Personal	3,860.00	3,827.06	32.94	99.15 %
7053 -- Telephone Service Local	10,271.00	7,461.88	2,809.12	72.65 %
7070 -- Household Supplies	1,300.00	983.46	316.54	75.65 %
7090 -- Insurance	67,000.00	64,977.58	2,022.42	96.98 %
7110 -- Directors Fees	22,050.00	13,767.50	8,282.50	62.44 %
7121 -- Operating Supplies	43,626.00	38,791.84	4,834.16	88.92 %
7324 -- Audit and Accounting Fees	29,000.00	27,819.00	1,181.00	95.93 %
7362 -- Building Maintenance	10,500.00	5,920.57	4,579.43	56.39 %
7363 -- Equipment Maintenance	16,375.00	14,451.48	1,923.52	88.25 %
7404 -- Public Health Lab Serv	27,425.00	22,798.00	4,627.00	83.13 %
7430 -- Memberships	8,660.00	7,663.00	997.00	88.49 %
7450 -- Office Expense	3,300.00	2,858.01	441.99	86.61 %
7454 -- Books & Subscriptions	460.00	358.14	101.86	77.86 %



Financial Status (Real-Time)

As of: 3/31/2025 (75% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 5215,5216, 5217

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Fund 5215 -- SummerInd San Dist Running Exp

Line Item Account	6/30/2025 Fiscal Year Adjusted Budget	3/31/2025 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	1,511.23	2,488.77	37.78 %
7460 -- Professional & Special Service	59,572.00	35,576.76	23,995.24	59.72 %
7508 -- Legal Fees	35,000.00	19,171.27	15,828.73	54.78 %
7510 -- Contractual Services	9,825.00	4,369.19	5,455.81	44.47 %
7516 -- Permitting Services	12,403.00	12,473.67	-70.67	100.57 %
7530 -- Publications & Legal Notices	600.00	493.00	107.00	82.17 %
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	3,690.99	1,159.01	76.10 %
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	2,891.04	608.96	82.60 %
7761 -- Electricity	68,440.00	47,995.31	20,444.69	70.13 %
7763 -- Water	2,720.00	1,927.36	792.64	70.86 %
7764 -- Refuse	4,525.00	3,443.49	1,081.51	76.10 %
Services and Supplies	460,932.00	353,743.37	107,188.63	76.75 %
Expenditures	1,212,757.00	913,382.62	299,374.38	75.31 %
Other Financing Sources & Uses				
Other Financing Uses				
7901 -- Oper Trf (Out)	0.00	2,052.73	-2,052.73	--
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	246,277.00	-81,446.16 *	-327,723.16	-33.07 %

*Revenues minus Expenses

Financial Status (Real-Time)

As of: 3/31/2025 (75% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 5215,5216, 5217

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

Fund 5216 -- Summerland San Cap Facilities

Line Item Account	6/30/2025 Fiscal Year Adjusted Budget	3/31/2025 Year-To-Date Actual	6/30/2025 Fiscal Year Variance	6/30/2025 Fiscal Year Pct of Budget
Revenues				
Use of Money and Property				
3380 -- Interest Income	4,000.00	3,713.86	-286.14	92.85 %
Use of Money and Property	4,000.00	3,713.86	-286.14	92.85 %
Charges for Services				
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	18,173.86	1,788.86	110.92 %
Summerland San Cap Facilities	16,385.00	18,173.86	1,788.86	110.92 %

Financial Status (Real-Time)

As of: 3/31/2025 (75% Elapsed)
Accounting Period: OPEN

Selection Criteria: Fund = 5215,5216, 5217

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

Fund 5217 -- SummerInd San Dist-Capital Rep

Line Item Account	6/30/2025 Fiscal Year Adjusted Budget	3/31/2025 Year-To-Date Actual	6/30/2025 Fiscal Year Variance	6/30/2025 Fiscal Year Pct of Budget
Revenues				
Use of Money and Property				
3380 -- Interest Income	25,000.00	25,591.75	591.75	102.37 %
Use of Money and Property	25,000.00	25,591.75	591.75	102.37 %
Revenues	25,000.00	25,591.75	591.75	102.37 %
Expenditures				
Services and Supplies				
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 %
Capital Assets				
8200 -- Structures&Struct Improvements	15,000.00	0.00	15,000.00	0.00 %
8300 -- Equipment	20,000.00	17,037.45	2,962.55	85.19 %
8400 -- Infrastructure	45,000.00	4,164.00	40,836.00	9.25 %
Capital Assets	80,000.00	21,201.45	58,798.55	26.50 %
Expenditures	138,915.00	21,201.45	117,713.55	15.26 %
Other Financing Sources & Uses				
Other Financing Sources				
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	6,443.03 *	120,358.03	-5.66 %
Net Financial Impact	148,747.00	-56,829.27	-205,576.27	-38.21 %

*Revenues minus Expenses



Cash Balances

As of: 3/31/2025
Accounting Period: OPEN

Selection Criteria: Fund = 5215,5216, 5217

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

Fund	3/1/2025 Beginning Balance	Month-To-Date Cash Receipts (+)	Month-To-Date Treasury Credits (+)	Month-To-Date Warrants and Wire Transfers (-)	Month-To-Date Treasury Debits (-)	3/31/2025 Ending Balance
5215 -- SummerInd San Dist Running Exp	863,712.47	0.00	0.00	0.00	87,694.68	776,017.79
5216 -- Summerland San Cap Facilities	252,604.93	0.00	0.00	0.00	0.00	252,604.93
5217 -- SummerInd San Dist-Capital Rep	1,699,993.23	0.00	0.00	0.00	0.00	1,699,993.23
Total Report	2,816,310.63	0.00	0.00	0.00	87,694.68	2,728,615.95

SUMMERLAND SANITARY DISTRICT

Regular Board of Directors Meeting April 10, 2025

Operations Manager Report

OPERATIONS AND FACILITY MAINTENANCE:

1. Staff completed weekly ground maintenance and landscape work including mowing, weed whacking, blowing, edging, and raking.
2. Beltpress was operated on 3/18 and 4/1/2025.
3. New winches were purchased and installed for lifting and lowering the submersible pumps in each digester.
4. Preparations for forecasted rain were performed in the plant.
5. Replaced the Security Camera System.
6. Staff cleaned and reorganized the workshop. Some hand tools were purchased to complete the sets.
7. Staff attended the CWEA March Training Workshop held at Carpinteria Sanitary District on 3/20/2025.
8. Attended Montecito Sanitary District RBM on 3/19/2025.

COLLECTION SYSTEM / LIFT STATIONS:

1. Staff made periodic rounds of the collection system to check for any problems, primarily checking the hotspot manholes to ensure proper flow.
2. Each of the three lift stations was checked and tested daily.
3. All restaurant grease traps in the district were inspected on 3/31/2025.
4. A sewer lateral repair inspection was done at 2285 Whitney Ave. on 4/1/2025.
5. Sewer system line cleaning was done on 3/27, 3/31, 4/1, 4/2 and 4/3/2025. A total of 2413 ft was hydrojetted.
6. The property at 230 Ortega Ridge Road would like to connect to the district sewer system. Met with the design engineer on 4/2/2025.

REGULATORY COMPLIANCE:

1. Daily meter readings and sample collection are being performed by staff for regulatory compliance and process control.
2. The Monthly Discharge Monitoring Report for February was submitted to CWIQS on 3/19/2025.
3. The collection system "No Spill Report" for February was submitted on 3/19/2025.
4. Completed "New Employee Safety Orientation Form" (from IIPP) with JR on 3/12/2025.
5. Safety Talks were held on the topics of Overhead Crain Inspection and Slips Trips and Falls in Winter.
6. An Online Blood Born Pathogen Safety Training class was completed by DL and EN.
7. Received the Operator in Training Certificate from the State Water Quality Control Board for JR.

SUMMERLAND SANITARY DISTRICT

Regular Board of Directors Meeting April 10, 2025 District Administrative Manager Report

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

2285 Whitney Ave – Admin & Inspection Fees for sewer lateral repair

Administrative and financial items completed outside the regular scope of work:

1. Enjoyed a work-visit- holiday to the Netherlands~
2. Completed and submitted Government Compensation Report 2024.
3. Updated addresses in the customer database with the property tax roll 2024 addresses.
4. Drafting Rate Making Ordinance No. 22 was completed.
5. Sent out the Prop. 218 Notices to a printer service company. Notices are scheduled to be sent out next week.
6. Attended Department Coordinator Training for the Workday Financial System on April 2nd. Detailed training modules will be available per April 8th.
7. Attended Health Benefits-Added Value Benefits Zoom meeting.

Scheduled Days Off:

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