

**AGENDA**  
**FOR THE REGULAR MEETING OF THE GOVERNING BOARD**  
**TO BE HELD May 7, 2013**

The regular meeting of the Governing Board will be held commencing at 5:30 p.m. The location of the meeting is at 5300 Sixth Street, Carpinteria, California.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**BOARD APPROVAL OF AGENDA** AS [SUBMITTED] [MODIFIED]  
Board President asks the Board, public, staff, and legal counsel if there are any additions and/or modifications to the Agenda.

**I. APPROVAL OF MINUTES**

March 19, 2013  
April 16, 2013

AS [SUBMITTED] [MODIFIED]  
AS [SUBMITTED] [MODIFIED]

**II. PUBLIC FORUM**

The public may address the Governing Board on items of interest to the public which are not already on this evening's agenda and are within the subject matter jurisdiction of the Board. The time allotted for this discussion shall be pursuant to Board Bylaws.

**III. MATTERS BEFORE THE BOARD**

**A. GENERAL REPORTS:**

1. **Contract Document Acceptance and Authorization to Solicit Bids (Pages 1-3)  
**South Coast Beach Communities Septic to Sewer Project – Rincon Point Component****

Description: The Board to review Contract Documents for the Rincon Point component of the South Coast Beach Communities Septic to Sewer Project.

Staff Recommendation: Staff recommends that the Board accept the Contract Documents and that authorization be given to advertise and solicit bids for construction.

**2. 2013 Long Range Planning Workshop – Summary Report (Pages 4-10)**

Description: The Board to review the Summary Report from the 2013 Long Range Planning Workshop.

Staff Recommendation: Staff recommends that the Board review the Summary Report and provide comments or input to staff.

**3. City of Carpinteria Utility Committee (Pages 11-12)**

Description: The Board to consider participation in joint utility meeting(s) with the City of Carpinteria and other utility providers.

Staff Recommendation: Staff recommends that the Board approve participation in joint utility meeting(s). Board President may form and appoint an ad-hoc committee for this purpose.

**4. General Manager's Status Report (Pages 13-19)**

Description: General Manager to review his written report regarding the following issues:

- Quarterly Incident Report
- Rincon Septic to Sewer Project Update
- South Coast Recycled Water Development Plan Update
- Operations Update

**IV. BOARD ITEMS**

**A. COMMITTEE REPORTS**

Description: Verbal reports by the committee chairperson(s) of the following committees:

- Standing Finance Committee (Pages 20-22)
- Standing Personnel Committee
- Standing Public Relations Committee

**B. GENERAL ITEMS**

1. CASA Legislative Committee Report (Jeff Moorhouse)
  - Discussion of pending legislation affecting CASA member agencies.
2. LAFCO Report (Jeff Moorhouse)
3. SBCSDA (Santa Barbara – California Special Districts Association) Report
4. CSRMA Report (Jeff Moorhouse)
5. Board Member Vacation Dates
6. Future Agenda Items

**V. CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION: Pursuant to Government Code Section 54956.9(d)(1): Name of Case: Mark Gilbert v. Tierra Contracting, Inc.; City of Carpinteria; Carpinteria Sanitary District. Santa Barbara Superior Court Case No. 1415699.

CONFERENCE WITH LEGAL COUNSEL — ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): one case.

**VI. RECONVENE OPEN SESSION**

**A. CLOSED SESSION REPORT**

**VII. ADJOURNMENT**

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**FURTHER INFORMATION AVAILABLE**

A staff report providing more detailed information is available for most agenda items and may be reviewed in the District office during regular hours (Monday - Friday from 8:00 a.m. to 12:00 p.m. and/or 1:00 p.m. to 5:00 p.m.). Copies of individual reports may be requested at this office. Call (805) 684-7214 extension 10 for more information.

In compliance with the Ralph M. Brown Act and the Americans with Disabilities Act, if you need a disability-related modification, accommodation, or other special assistance to participate in this meeting, please contact the District's Board Secretary at (805) 684-7214, extension 10, at least 48 hours prior to the start of the meeting.

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Next Ordinance Available.....#14  
Next Resolution Available.....R-260  
Posting Date.....05/03/13

**CARPINTERIA SANITARY DISTRICT  
IN THE  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA**

**MINUTES**

These are the **minutes** of the **regular** meeting of the Governing Board of the Carpinteria Sanitary District in the City of Carpinteria, County of Santa Barbara, and State of California.

The Governing Board of the Carpinteria Sanitary District held a regular meeting on **March 19, 2013**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

Directors Present: Jeff Moorhouse – President  
Mike Modugno – President Pro-Tem  
Michael Damron – Treasurer  
Lin Graf – Secretary  
Gerald Velasco – Secretary Pro-Tem

Staff Present: Craig Murray – General Manager  
Kim Garcia – Board Clerk  
Hamid Hosseini – Finance Director

Legal Counsel  
Present: Anthony Trembley – Musick, Peeler & Garrett, LLP - **absent**

Public Present: None

President Moorhouse called the meeting to order and asked Director Graf to lead those present in the Pledge of Allegiance.

President Moorhouse noted for the record that Legal Counsel would be absent from tonight's meeting.

**Board Approval of Agenda** - President Moorhouse asked if there were any modifications and/or changes to the agenda. Hearing none, President Moorhouse said the agenda was approved as submitted.

**Board Approval of Minutes of the Meeting of March 5, 2013** – Director Graf made a motion that the Minutes of the March 5, 2013 Regular Board meeting be approved as submitted; Director Damron seconded the motion, and the motion was approved by a 3-0-2 vote with Directors Modugno and Velasco abstaining.

**Public Forum** – None.

**General Manager's Status Report** – General Manager reported on the following:

**SAMA Meeting Report** – General Manager said he attended the monthly meeting of the Sanitation Agency Managers' Association on March 13<sup>th</sup> at the Goleta Sanitary District. Their manager, Kamil Azoury, provided a status update on a major upgrade project which is nearing completion. Discussion of air quality issues included a round table on the new California Air Resources Board fleet program for portable diesel equipment. A number of agencies are in progress with pipeline rehabilitation projects.

**Rincon Septic to Sewer Project Update** – General Manager said staff is working with County of Santa Barbara officials to finalize a Grant of Easement Agreement for the pump station and pipeline within the Rincon Beach Park. The Board of Supervisors is scheduled to consider this agreement on April 2<sup>nd</sup>. This agreement will also be presented for consideration to our Board on April 2<sup>nd</sup>. The design team held a half day review workshop on March 6<sup>th</sup> and final edits on the plans and specifications are underway. Letters were sent to homeowners who desire to locate the new grinder pump tanks outside the footprint of their existing septic tank. The letters outlined the associated cost obligations that are not part of the original assessment that the owner would incur for this elective change. Director Graf asked how many residents desire relocation of their pumps. General Manager said about 9.

**South Coast Recycled Water Development Plan Update** – General Manager said he and Director Modugno attended the final working group meeting for the Integrated Regional Water Management sub-regional study on recycled water development on March 13<sup>th</sup> in Santa Barbara. The group reviewed the Draft South Coast Recycled Water Development Plan by RMC Water with input from most of the water and wastewater agencies between Carpinteria and Goleta. This grant funded study will be finalized and will go through a public review process and will ultimately be an appendix to the IRWMP.

**Operations Update** – General Manager said the treatment plant is operating well and in full compliance with our NPDES discharge permit. Both new plant air compressors were installed and an on-site factory technician from Kaeser, the equipment manufacturer, assisted in monitoring the startup. The units are working well and will achieve desired energy savings and reliability goals. Five staff members attended the CWEA March Workshop held at the City of Oxnard Wastewater Treatment Plant on March 14<sup>th</sup>. Annual inspections of the E-One grinder pump and low pressure sewer system were completed. Letters were sent to homeowners in Sandyland Cove and Sand Point Road reminding them of appropriate use guidelines such as no discharge of cooking oils and keeping landscaping from overgrowing tank lids. The collections system is operating well. No SSOs or other significant problems have occurred since the last Board meeting.

**Board Workshop Planning** – President Moorhouse said he and General Manager met to discuss and prepare a tentative agenda for the upcoming Board workshop scheduled for April 16<sup>th</sup>, a regularly scheduled Board meeting day, but with a proposed start time of 3:00p.m. The preliminary Board workshop agenda was attached for review and consideration. General Manager briefly reviewed the agenda outline.

There was Board consensus that the proposed day, time and content was acceptable.

**Resolution No. R-259 – A Resolution of Application of the Carpinteria Sanitary District Initiating Proceedings for the Rincon Beach Park Annexation to the Carpinteria Sanitary District** – General Manager said a resolution is required to initiate the application proceedings through LAFCO when an annexation into the District's service area and concurrent modification of the District's sphere of influence is desired.

General Manager said the County of Santa Barbara desires public sewer service for the public restroom located at the Rincon Beach Park. The existing restroom utilizes an on-

site septic tank and drywell disposal system that will be abandoned in favor of public sewer service in conjunction with the upcoming Rincon Point Septic to Sewer Conversion Project.

General Manager said annexation of the Rincon Beach Park parcel was considered in the Third Addendum to the FEIR and FSEIR for the South Coast Beach Communities Septic to Sewer Project, adopted by the District Board of Directors on July 17, 2012 via Resolution No. R-255.

General Manager said attached for review is a copy of the District's application to annex the Rincon Beach Park parcel. A copy of Resolution No-R-259 including the reference exhibits showing the map of the area and legal description was also attached.

General Manager said any costs associated with this annexation will be paid for by the County of Santa Barbara.

General Manager said it was staff's recommendation that the Board adopt Resolution No. R-259 requesting that SBLAFCO approve the annexation and sphere amendment.

Director Graf made a motion that the Board adopt Resolution No. R-259 requesting that Santa Barbara LAFCO approve the Rincon Beach Park Annexation to the Carpinteria Sanitary District. Director Damron seconded the motion, and the motion was approved by the following 5-0 roll call; Director Graf voted aye, Director Modugno voted aye, President Moorhouse voted aye, Director Damron voted aye and Director Velasco voted aye.

**Finance Committee** – President Moorhouse reported that the committee met on March 18<sup>th</sup> and reviewed the monthly budget reports, quarterly investment report, and a budget preparation schedule.

**Personnel Committee** – Director Modugno reported that the committee has not met since the last meeting.

**Public Relations Committee** – Did not meet.

**CASA Legislative Committee Report** – President Moorhouse said the CASA Legislative Committee met March 8<sup>th</sup>. A copy of CASA's position on proposed bills was distributed.

**LAFCO Report** – None.

**SBCSDA Report** – None.

**CSRMA Report** – None.

**Board Member Vacation Dates** – Director Graf will not be able to attend the April 2<sup>nd</sup> Board meeting.

**Future Agenda Items** – None.

**Adjournment** There being no further items to discuss, President Moorhouse adjourned the meeting at 6:10 p.m.

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Jeff Moorhouse  
President

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Lin Graf  
Secretary

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Mike Modugno  
President Pro-Tem

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Gerald Velasco  
Secretary Pro-Tem

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Michael Damron  
Treasurer

**CARPINTERIA SANITARY DISTRICT  
IN THE  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA**

**MINUTES**

These are the **minutes** of the **special** meeting of the Governing Board of the Carpinteria Sanitary District in the City of Carpinteria, County of Santa Barbara, and State of California.

The Governing Board of the Carpinteria Sanitary District held a special meeting on **April 16, 2013**, at 3:00 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

Directors Present: Jeff Moorhouse – President  
Mike Modugno – President Pro-Tem  
Michael Damron – Treasurer  
Lin Graf – Secretary  
Gerald Velasco – Secretary Pro-Tem

Staff Present: Craig Murray – General Manager  
Kim Garcia – Board Clerk  
Hamid Hosseini – Finance Director  
Lance Lawhon – Engineering Technician  
Mark Bennett – Operations Manager  
Mark Rogers – Treatment Supervisor  
Frank Gonzales – Laboratory Technician II  
Paul Sweningson – Operator II  
Branson Taylor – Operator II  
Joey Mendoza – Operator I  
Casey Balch – Operator In Training  
Steve Gemeinhardt – Mechanic Technician II  
Eddie Saenz – Collection System Lead Operator  
John Bacchilega – Collection System Operator I

Legal Counsel  
Present: Anthony Trembley – Musick, Peeler & Garrett, LLP

Public Present: None

President Moorhouse called the meeting to order.

**Public Forum** – General Manager said he invited all District staff to the meeting as an opportunity to introduce new Board members to the team. The staff members introduced themselves and spoke briefly about their roles and how long they'd been with the District. General Manager publicly thanked the staff for their hard work and recognized each one for their dedication to the District. Legal Counsel and each of the Directors also took this time to introduce themselves to the staff and show appreciation. Following this short interaction, most of the staff members left the meeting.



President Moorhouse asked Director Velasco to lead those present in the Pledge of Allegiance.

**CLOSED SESSION** – 3:15 p.m.

Legal counsel led the Board in to closed session on the following agendized item:

**CONFERENCE WITH LEGAL COUNSEL — ANITICIPATED LITIGATION:** Pursuant to Government Code Section 54956.9(d)(2): one case. Concerning April 24, 2012 “Frac-out” incident in Carpinteria Creek as part of the Bluffs Sewer Relocation Project.

**RECONVENE OPEN SESSION** – 3:46 p.m. President Moorhouse reconvened the open session and stated that there was no action taken on the closed session item.

**Grant of Utility Easement and Agreement Thereon – Rincon Beach County Park – Septic to Sewer Conversion** – General Manager distributed an updated redlined version of the easement document which reflected updates made since the agenda packet was sent out.

General Manager said the District continues to negotiate the process of securing a grant of utility easement from the County of Santa Barbara for the central pump station location within the Rincon Beach Park related to the Rincon Beach Septic to Sewer Conversion project. In consideration for the easement, the County’s existing restroom would be connected to the sewer system and the reimbursement costs, otherwise due to the homeowners funding the larger project, would be waived. The amended final agreement presented for consideration included language which describes the responsibility to connect the County restroom, to waive the fees associated with the connection and to properly abandon the existing septic tank.

Legal Counsel reviewed each of the sections where changes were proposed by the District and accepted and or rejected by the County. Legal Counsel said the language that was rejected by the County pertained directly to the indemnification provisions and was in the best interest of protecting the District. If the document is approved, the Board will be accepting the version without Legal Counsel’s recommended language.

General Manager said if approved, the easement agreement will be considered by the County Board of Supervisors on May 7, 2013 and is the last hurdle before the project can move into the bidding phase.

General Manager said it was staff’s recommendation to approve the Grant of Easement and Agreement Thereon between the District and the County of Santa Barbara for a utility easement within the Rincon Beach County Park property as amended.

Director Graf made a motion that the Board approve the Grant of Easement and Agreement Thereon between the District and the County of Santa Barbara, as amended, for a utility easement within the Rincon Beach County Park property, dated May 7, 2013 and authorize the District General Manager to execute the Certificate of Acceptance. Director Damron seconded the motion, and the motion was approved by a 5-0 vote.

**Board of Directors Strategic Planning Workshop** – The District Board of Directors and staff participated in a round table style strategic planning workshop facilitated by the General Manager.

An overview of the history of the agency, including infrastructure development and political history, was presented and there was discussion amongst the Board members and staff on upcoming activities.

General Manager discussed the upcoming digester replacement project, asset management, local agency cooperation and reviewed the need to monitor future potential regulatory changes. Also discussed was the ongoing rehabilitation and replacement of the District's collection system, capital projects and planning, lower later program, and department staffing and resource needs.

The group reviewed the mission and vision statement of the District. There was discussion and Board consensus that both, the mission and the vision statements, were still current and relevant and that a periodic review was appropriate.

The District overall has a healthy financial outlook over the next five years. The Board was presented with the computerized financial model that was developed by the District financial consultant during the last rate study process. Discussion also included the capital improvement plan, investment policy and CalPERS retirement.

Other discussion topics at the workshop included public outreach, administration building replacement and recycled water opportunities in Carpinteria.

**Adjournment** There being no further items to discuss, President Moorhouse adjourned the meeting at 7:40 p.m.

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Jeff Moorhouse  
President

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Lin Graf  
Secretary

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Mike Modugno  
President Pro-Tem

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Gerald Velasco  
Secretary Pro-Tem

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Michael Damron  
Treasurer



# Carpinteria Sanitary District

Board of Directors Meeting

## STAFF REPORT

**TO:** Board of Directors

**FROM:** Craig Murray, P.E. - General Manager

**SUBJECT:** **Contract Document Acceptance and Authorization to Solicit Bids  
South Coast Beach Communities Septic to Sewer Project  
Rincon Point Component**

**DATE:** May 7, 2013

**REQUESTED ACTION:** That the Board accept the Contract Documents for the Rincon Point component of the South Coast Beach Communities Septic to Sewer Project prepared by Penfield & Smith and that authorization be given to advertise and solicit bids for construction.

**FUNDING SOURCE:** Assessment District 2007-1 / SWRCB CBI Grant

**BACKGROUND:** The Carpinteria Sanitary District has been working towards construction and implementation of the Rincon Point Septic to Sewer Project since the project was conceptualized in the late 1990's. The overall project involves conversion of 72 existing residences from on-site wastewater management systems to public sewer service. The project evolution has included comprehensive environmental review, annexation of the community into the District's service area, acquisition of a State grant to defray a portion of the project costs, formation of an assessment district to provide a funding mechanism for the project, detailed design and complex permitting and right of way acquisition.

The community will be served by a low pressure sewer system. This approach, which involves installation of a grinder pump and tank assembly to serve each home and a network of small diameter conveyance piping, was utilized due to significant constraints within the area that would have made a conventional sewer collection system infeasible and/or cost prohibitive. A central pump station, and associated force main and gravity sewers, will convey wastewater up the hill to the District's existing collection system in Carpinteria Avenue.

Design of the lower pressure sewer system improvements for Sandyland Cove and Sand Point Road was completed by Penfield & Smith (P&S) pursuant to Cash Contract No. 365 initiated in July 2009. Final plans and specifications have been received from P&S that incorporate draft comments and input provided by District staff. Copies of the 100% complete Contract Documents (plans and specifications) are available for review at the District office.

To optimize the bidding and construction process, the project has been broken into two discrete bid packages. Work inside the community (i.e. the low pressure sewer system) is such that a wider variety of contractors could successfully accomplish the improvements. Work outside the community will be limited to Class A General Engineering contractors who have the bonding capacity and experience necessary to complete the work, including construction with the US 101 right of way.

A brief summary of some of the corresponding project activities is provided below.

### **Permit Status**

The District's project team has navigated the land use permit process in both Ventura and Santa Barbara Counties and in the City of Carpinteria. Coastal Development Permit and Conditional Use Permits were approved by the respective agencies and we are currently finalizing a handful of items that must be submitted prior to issuance of a "follow-on" land use permit or zoning clearance. The timing for procurement of the permit is such that this final action will be coordinated with the project bidding phase.

### **Easements and Right of Way**

By its nature, this project requires the District to acquire a multitude of utility easements to allow for installation and ongoing maintenance of sewer infrastructure. Easements within common area roads have been negotiated and finalized. Recordation of these documents is pending. The process of acquiring easements on each of the individual parcels is underway and most of the property owners have returned executed easements and user agreements to the District. P&S staff is working to obtain the outstanding easement documents and agreements at this time and we anticipate that this process will be complete in a timeframe that coincides with construction activities. The County Board of Supervisors is scheduled to approve an easement agreement to allow for construction of critical improvements within the Rincon Beach Park.

### **Equipment Procurement Plan**

The District intends to purchase the low pressure system grinder pumps, tanks, control panel and appurtenant equipment directly from Environment One, the selected manufacturer. The District will furnish the selected contractor with a complete package for each home. This "owner furnished" approach to equipment procurement is not driven by a desire to avoid a standard contractor markup, but rather to ensure that the exact equipment components desired for the communities' low pressure sewer system are actually provided as part of project delivery. An extensive evaluation of sewer alternatives was performed during the project development stage and the E-One low pressure system emerged as the most advantageous. The timing for the equipment purchase will be coordinated with the bid award process – a purchase order will not be issued to the vendor until construction bids have been received and opened and we have verified that project funding is adequate.

### **Construction Management and Inspection**

The District will engage a consultant to provide construction management and on-site inspection during the installation phase. To maintain continuity and to leverage the extensive experience gained through the Sandyland Cove and Sand Point Road projects, it is recommended that the District engage Penfield & Smith to provide ongoing construction period support.


If approved and authorized for bidding, a public advertisement and bid process will be undertaken. A 140 working day contract period has been established which would set a target completion date in the first half of 2014.

**RECOMMENDATION:** Staff recommends that the 100% complete Contract Documents for the Rincon Point component of the South Coast Beach Communities Septic to Sewer Project be accepted and that authorization be given to advertise and solicit bids for construction.

**SUGGESTED MOTION:** I move that the Board accept the 100% complete Contract Documents for the Rincon Point component of the South Coast Beach Communities Septic to Sewer Project and that authorization be given to advertise and solicit bids for construction.

M\_\_\_\_\_ S\_\_\_\_\_

Ayes:\_\_\_\_\_ Nays:\_\_\_\_\_ Abstentions:\_\_\_\_\_

Prepared By:  \_\_\_\_\_  
Craig Murray, P.E. - General Manager



**Carpinteria Sanitary District**  
Board of Directors Meeting

**STAFF REPORT**

TO: Board of Directors  
FROM: Craig Murray, P.E. - General Manager  
**SUBJECT: 2013 Long Range Planning Workshop – Summary Report**  
DATE: May 7, 2013

**REQUESTED ACTION:** Review the Summary Report from the 2013 Long Range Planning Workshop and provide comments or input to facilitate finalization of the planning document.

**BACKGROUND:** On April 16, 2013 the Carpinteria Sanitary District Board of Directors and District staff participated in a strategic planning workshop in the District Board Room. The meeting was facilitated by the General Manager, but was generally an informal opportunity for the Board to discuss important planning issues in a round table setting.

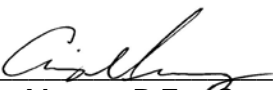
The attached Summary Report provides an overview of each of the topics discussed and considered by the Board. It also presents the basic action items that came out of the meeting for future implementation. At this point, the Summary Report is in draft form and additional input or suggested edits from Board members are welcome prior to finalizing the document.

**RECOMMENDATION:** Review the Summary Report and provide comments or input to staff.

**SUGGESTED MOTION:** None.

M \_\_\_\_\_ S \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_

Prepared By:  \_\_\_\_\_  
Craig Murray, P.E. - General Manager

Attachments: 2013 Long Range Planning Workshop – Summary Report (Draft)

**CARPINTERIA SANITARY DISTRICT  
BOARD OF DIRECTORS**

**2013 Long Range Planning Workshop**

**SUMMARY REPORT**



**Workshop Date: April 16, 2013**

**Board of Directors**

**Michael Damron**

**Lin Graf**

**Mike Modugno**

**Jeff Moorhouse**

**Gerald Velasco**

**District Staff**

**Craig Murray – General Manager**

**Kim Garcia – Office Manager**

**Hamid Hosseini – Finance Director**

# Workshop Overview

On April 16, 2013 the Carpinteria Sanitary District Board of Directors and District staff participated in a strategic planning workshop in the District Board Room. The meeting was facilitated by the General Manager, but was generally an informal opportunity for the Board to discuss important planning issues in a round table setting.

The last formal planning workshop that the Board held was in 2008. This was preceded by a workshop in 2005, both of which were led by an outside facilitator.

## 1.0 District History and a Look Forward

The General Manager gave a brief summary of the history of the agency, focused mostly on infrastructure development since the District was formed in 1928. Some of the political history, including a list of Directors holding office since the mid 1940's was presented as well. Board members provided accounts of interesting topics and events during their tenure.

Near and long term future forecasting was considered by the Board in each of the District's main operations areas: treatment plant, collection system and administration.

The upcoming Digester Replacement Project is the last major facility improvement that is foreseeable within a twenty year planning horizon. District staff continues its focus on proactive asset management, implementing rigorous preventative maintenance and strategic replacement of aging equipment to maximize reliability and system redundancy. Regulatory drivers were discussed that have the potential to require upgrade or modifications to the level of treatment provided currently. Nutrient removal is not likely, but water quality concerns (e.g. Ocean Plan updates, CECs, etc.) could have implications. Extension of the ocean outfall pipeline was discussed in this context. Odor control was raised as an area of concern going forward and there was round table discussion and general direction given on this topic.

External concern from regulatory agencies and NGOs continues to accelerate in the area of sanitary sewer overflows (SSOs). The District has invested a lot of resources into improving its wastewater collection and conveyance infrastructure. Going forward, the District will continue to implement a continuous system renewal approach and will update hydraulic models and management software systems to stay at state-of-the-art levels within the industry. The Caltrans project to widen US 101 in the Carpinteria area will have impacts on specific areas of our collection system. District ownership of lower lateral sewers is an issue that will have future impacts, as we necessarily transition from a reactive maintenance mode to a proactive mode – with inspection, documentation, and maintenance provided by in-house staff. The Collection System Department is the one area where staffing levels may not be in-line with workload requirements looking forward. A general discussion of this issue ensued and it was mentioned that the District is one of few government agencies who can say they do more now with a staff smaller than it was 20 years ago.

The administrative function of the agency seems to be in good shape. From a succession planning perspective, our position is more favorable than other agencies with a larger fraction of



“baby boomers” in their ranks, but we still must focus on strategic plans for transition of key staff on an ongoing basis. Board feedback suggested a more focused look at staff development and information transfer. In the near term, staff anticipates a period of intense activity where we may not have adequate engineering or technical staff to manage projects. At this time, the plan is to pursue outside consulting resources or temporary staffing to meet these needs and the Board felt this was the prudent approach. A conversation about cooperation with other local government agencies in Carpinteria was held. Occasionally there are issues or concerns at the staff level that may benefit from more routine interaction amongst the policy makers. The idea of a routine meeting of full boards or committees was discussed – it was an idea raised by the City Manager recently – and the Board was inclined to pursue this concept further.

### **Action Items**

1. Develop an Odor Control Action Plan – complete digester upgrade, consider dedicated odor control for primary clarifier, monitor emerging alternative technologies, and optimize existing equipment.
2. Evaluate Collection System staffing needs and present recommendations to Personnel Committee and Board.
3. Work with partner agency management staff to develop joint policy maker / elected official coordination meetings on a routine basis.

## **2.0 Mission and Vision Statement**

The Board reviewed the District’s existing Mission Statement and Vision Statement which read as follows:

### **Mission Statement**

To provide District customers with reliable and cost-effective wastewater treatment.

### **Vision Statement**

To maximize the use of treated wastewater in an environmentally sound manner while maintaining local control over District decisions.

There was a short conversation regarding the genesis of these important guiding statements, and it was felt that these remain current and appropriate for the District.

### **Action Items**

1. Review Mission and Vision Statements at next strategic planning workshop and consider development of associated goals and objectives at that time.

## **3.0 District Financial Status**

The Board reviewed the District’s financial standing and engaged in a brief general discussion on this topic. The General Manager reviewed recent bond transactions and the serial rate increase adopted by the Board in 2011 that will continue for three more years. A pro-forma

spreadsheet was reviewed which reflects a healthy outlook over the next five fiscal years. The General Manager demonstrated the computerized financial model that was developed by the District's financial consultant during the last rate study process and delivered for continuing use by District staff. The model is an excellent tool for future planning and analysis.

The District's long range capital improvement plan (CIP) was also presented. This plan now reflects anticipated major purchases and upgrades through FY 2018/19. During the upcoming fiscal year we anticipate a significant number of projects, including several large and expensive CIP projects.

Director Modugno initiated a good conversation related to the District's investment policy, specifically the fact that we exclusively invest reserve balances in the State's Local Agency Investment Fund (LAIF). The Board expressed concerns regarding the continuing low rates of return and also about the remote potential for the State to divert these funds or impose liquidity restrictions in the event of a major financial crisis. A basic discussion regarding LAIF investment principles (e.g. target maturity averages, security, etc.) followed and there was general consensus that the LAIF investment was safe and secure. Last year, the District's Finance Committee heard a presentation from PFM on various options for legal investment outside of LAIF. At that time, no appreciable increase on return was likely and the change would result in additional administrative and reporting requirements. Feedback at the planning workshop indicated that the Board would like to continue to look and evaluate investment options.

The Board also had a round table discussion about the District's CalPERS retirement benefit. Unlike many other public agencies, the District did not increase retirement benefits during the period when the plans were super-funded. We have remained in the 2% at 55 Miscellaneous Pool (although we now have a tiered benefit for new employees after January 1, 2013 due to State legislation). It was suggested that the District may want to consider reflecting its unfunded CalPERS liability in its financial statements, and perhaps even consider pre-funding this obligation. An action item was identified in this regard, but this is a challenging issue currently because CalPERS does not perform actuarial valuations for individual member agencies at this time.

Overall, the District financial status is quite good and the outlook is positive.

### **Action Items**

1. Through the Finance Committee, consider alternative investment options to LAIF at regular intervals or as deemed appropriate at the committee level.
2. If and when feasible, determine the District's specific unfunded CalPERS liability and report to the Finance Committee and the Board for further consideration direction.

## **4.0 Public Outreach Master Plan**

The Board reviewed the Draft Public Outreach Master Plan prepared in September 2012 and reviewed by the Board Public Relations Committee. In terms of the scope and breadth of public outreach and/or public relations that is appropriate for the District, the Board agreed that there is likely a "sweet spot" at which our customer base and the general public get the information they need (and a basic education on wastewater issues) without getting overwhelmed.

An extended round table discussion on outreach plan components, particularly social media, ensued. District staff suggested that generating a detailed outreach plan, with specific tasks, schedules and resource allocations would be very beneficial. Additional development and finalization of the Outreach Master Plan was thought to be the correct next step for the agency. It was suggested that the Public Relations Committee work on this and that regular meetings of that group, at least in the near term, would be appropriate to meet this goal.

The District's website was projected and reviewed in comparison to other, more current sites used by other wastewater agencies. There was general discussion about the website update process and outside consultant support. It was suggested that we proceed with an update as soon as possible.

### **Action Items**

1. Public Relations Committee to finalize the District's Public Outreach Master Plan
2. Hold regular meetings of the PR Committee to keep focus on outreach issues.
3. Proceed with website update.

## **5.0 Administration Building Replacement**

The City of Carpinteria amended the conditional use permit (CUP) for the District's administration building in 2005 with time schedule that requires construction of a new, permanent administration building by 2020. The workshop discussion included a short review of the permit history and the original rationale for choosing the existing modular building. After reviewing options for siting a new structure and other ideas related to CUP compliance, the consensus opinion of the Board was that we should stick with the plan currently in place to replace the existing modular structure.

At this time, given the "Public Facility" zoning designation of the parcel in question, it seems to make the most sense to build a new structure on the same property. However, all options should be considered when we launch the development process in FY 2016/17.

### **Action Items**

1. Implement building replacement plan on schedule outlined in Conditional Use Permit
2. Engage design team in FY 2016/17

## **6.0 Recycled Water in Carpinteria**

Over the several years the District Board and staff have received inquiries from the public regarding the possibility of producing and using recycled water in Carpinteria. At least one local NGO has a platform that involves maximizing the use of recycled water in order to reduce the volume of treated wastewater discharged to the ocean. This discussion item commenced with an overview of a historical recycled water project – in fact, a joint effort between the Montecito Water District, the Carpinteria Valley Water District and our agency – that never came to fruition. This project was in the final design stage when the other partners opted to pursue other potable water projects in lieu of recycled water.

The Board also reviewed and discussed a regional recycled water study that was just released in draft form. This study looks at optimizing recycled water development on the South Coast of Santa Barbara County and it points to a significant potential demand base in the Carpinteria Valley. The study also evaluated indirect potable reuse options in Carpinteria. Because a future project would necessarily be a joint venture between the water and sanitary providers, any development would hinge in large part on the purveyor's ability to finance such a project.

There was constructive round table discussion of recycled water development as it relates to our agency. The Board collectively feels that it is important for us to be able to show that we have not had our heads in the sand on this topic. The IRWMP regional study is an opportunity to leverage this message and let the public know we have been and continue to look at recycled water options.

It was suggested that a joint meeting with the Carpinteria Valley Water District – perhaps joint ad-hoc committees – would be the best next step. This effort would involve joint review of the study and planning for future outreach, financial analysis, and facility planning if appropriate. Tentatively, President Moorhouse suggested that he and Director Modugno might comprise an ad-hoc committee for this purpose.

#### **Action Items**

- Arrange and conduct joint meeting with Carpinteria Valley Water District representatives
- Board President to formally appoint an ad-hoc committee for this purpose

## **7.0 Wrap Up**

A brief wrap-up concluded the workshop. The action items for each of the workshop topics were reviewed. The workshop participants provided their preliminary feedback on the meeting. Everyone felt that it was productive and a positive experience. It provided an opportunity to discuss important planning matters in greater detail and in an open forum setting. It was suggested that this type of workshop would be desired on a regular basis, perhaps annually.



**Carpinteria Sanitary District**  
Board of Directors Meeting

**STAFF REPORT**

TO: Board of Directors  
FROM: Craig Murray, P.E. - General Manager  
**SUBJECT: City of Carpinteria Utility Committee**  
DATE: May 7, 2013

**REQUESTED ACTION:** Consider Board participation in joint utility meeting(s) with the City of Carpinteria and other utility providers.

**BACKGROUND:** The District received the attached email communication from Dave Durflinger, City Manager for the City of Carpinteria. The City Council has a standing Utilities Committee that was formed to meet and work on policy matters that affect or involve utility providers in the Carpinteria Valley. Although it has been many years since a joint meeting of the local agencies has occurred, the City believes that it may be valuable to reconvene the meetings on a more regular basis.

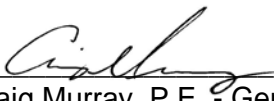
District staff supports this idea, in the hope that it would keep the local public service providers on the same page and help to provide our customers with the highest possible level of service. If the Board concurs and elects to participate, it may be appropriate for the Board President to establish an ad-hoc committee for this purpose and to appoint members to this committee. A standing committee of the Board is also an option, but it is anticipated that the joint meetings will happen on an infrequent basis, perhaps once or twice per year.

**RECOMMENDATION:** Consider Board participation in joint utility meetings with the City of Carpinteria and other utility providers. Board President may form and appoint an ad-hoc committee for this purpose.

**SUGGESTED MOTION:** None.

M \_\_\_\_\_ S \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_

Prepared By:   
Craig Murray, P.E. - General Manager

Attachments: 4/24/13 email from Dave Durflinger

## **Craig Murray**

---

**From:** Dave Durflinger <daved@ci.carpinteria.ca.us>  
**Sent:** Wednesday, April 24, 2013 8:56 AM  
**To:** Charles Hamilton; Craig Murray  
**Cc:** Charlie Ebeling; Fidela Garcia  
**Subject:** Meeting

Gentlemen, Hope all is well. As you may know, the City Council has a Utilities Committee that was formed in part to meet and work cooperatively on policy matters with your respective District elected representatives. I met with Mayor Stein and Council member Nomura recently, who are the current representatives to the Committee, and it was decided that meeting at least once a year with the manager and one or two elected representatives of each of your agencies would be desirable. If you're in agreement about meeting, the three of us can discuss what matters might be covered on the agenda. Ideas we discussed include: Freeway projects utility coordination status/issues, Public & private project coordination/communication, Overlapping Agency Debt in the City of Carpinteria, City of Carpinteria Trench Cut Ordinance, Agreement on an annual meeting date.

Let me know if you see value in this type of (at least) annual meeting and, if so, I'll proceed with planning the meeting by having Fidela Garcia send you both some optional dates/times.

Yours, Dave

Dave Durflinger  
City Manager  
City of Carpinteria

[daved@ci.carpinteria.ca.us](mailto:daved@ci.carpinteria.ca.us)  
t. 805 684-5405  
f. 805 684-5304



# Carpinteria Sanitary District

Board of Directors Meeting  
General Manager's Status Report

TO: Board of Directors  
FROM: Craig Murray, P.E. - General Manager  
SUBJECT: **General Manager's Status Report**  
DATE: May 7, 2013

**Quarterly Incident Report.** Attached is a summary table detailing incidents, complaints and other customer interactions during the first quarter of 2013.

**SBSDA Meeting Report.** I attended the monthly meeting of the Santa Barbara Special Districts' Association on April 22<sup>nd</sup> in Goleta with Director Moorhouse. The speakers were representatives of the Goleta Water District who spoke about the updated organizational management approach that they have rolled out with great success.

**Annual Budget Process Update.** Staff continues to work on development of the annual operating budget for FY 2103/14. A preliminary budget document was reviewed in the Finance Committee in April. Additional development of capital projects and finalization of operating budget numbers is ongoing. Annual SSC calculations have been completed as well. A tentative schedule for budget consideration and approval is attached.

**Digester Replacement Project Update.** Carollo delivered the 60% completion level plans and specifications to the District on April 1<sup>st</sup>. Staff has spent a good deal of time reviewing the design documents and developing comments and questions. An all-hands design review workshop will be held on Thursday May 9<sup>th</sup> here at the District. Equipment selection and specification is ongoing.

**City of Carpinteria Public Works Coordination Meeting.** The City Public Works Department initiated a meeting with the area utility service providers to review a number of upcoming capital projects – primarily road improvements – and potential conflicts with existing utilities. Subsequent meetings will be held on specific projects and on larger policy issues, such as a pending trench cut moratorium following road overlay projects.

**AB 371 Opposition Letter(s).** Attached is a copy of a letter signed by the Board President that was sent to the Assembly Local Government Committee indicating the District's opposition to AB 371 pending in the current legislative session. A similar letter was sent to the Assembly Environmental Safety and Toxic Materials Committee in late March, but the bill passed out of that committee. Although passage of this bill would not have immediate, direct impacts on our agency, it would have industry-wide implications and both CASA and SCAP are actively opposing it.

**Operations Update:** WWTP and Collection System operations updates are as follows:

- The treatment plant is operating well and in full compliance with our NPDES discharge permit.
- Staff administered a bid process for bulk chemical supply. Results were favorable and contracts will be prepared for Board consideration at an upcoming meeting.
- The interior gate mechanical operator at the treatment plant was replaced. The original

unit failed after 17 years of use.

- Two staff members attended the CWEA Annual Conference in Palm Springs held the week of April 15<sup>th</sup>. Mark Bennett and I drove down for one day to visit the Exhibition Hall and coordinate with equipment vendors on upcoming capital project and procurements.
- The collection system is operating well. No SSOs or other significant problems have occurred since our last meeting.
- Two Smartcover alarms went out to on-call staff over the past several weeks. The first was from the manhole just outside the wastewater treatment plant. Staff responded and found evidence of a backup that had cleared itself – the level rise did not get near the point of causing an overflow but it did verify the efficacy of the Smartcover system. The second alarm was for a high level in a manhole on Santa Claus Lane. In this case, staff was able to respond and clear a blockage to restore flow prior to any SSO occurring.
- A number of point repairs have been made over the past several weeks to address structural defects within the collection system pipeline network. This work is part of our annual collection system maintenance and repair program.
- Bi-annual CPR and First Aid refresher training for District staff was conducted in April here at the District offices.
- Matt Oliver passed the Collection System Operator Grade I exam offered by the California Water Environment Association. He also passed his Class B driver's license examination allowing him to legally operate the District's commercial vehicles. Congratulations, Matt!



**CARPINTERIA SANITARY DISTRICT  
 QUARTERLY SUMMARY INCIDENT REPORT  
 January 1 - March 31, 2013**

Date	Location	Incident/Complaint	Determination/Resolution
1/10/2013	Vista De Santa Barbara Mobile Home Park	Odor	District staff responded to call regarding a suspicious odor. No odor was detected upon arrival. Resident will call next week if odor returns.
1/11/2013	Santa Claus Lane	Odor	District staff responded to call regarding a strong rotten egg odor. No odor was detected upon arrival. Resident will call next week if odor returns.
1/14/2013	Sand Point Rd	Alarm	Collection staff repsonsed to an E-One Alarm callout. Resident disarmed alarm and upon arrival the problem seems to have been resolved.
1/19/2013	Sand Point Rd	Alarm	Collection staff repsonsed to an E-One Alarm callout. Resident stated alarm light had been on for over an hour. Collection staff manually cycled pump, performed troubleshooting and remedied a problem with the pump's pressure sensor.
1/19/2013	Eighth Street	Odor	Collection staff responded to WWTP. All treatment processes were functioning within normal limits and minimal odor detected. Responded to customer.
1/19/2013	State Park Residences	Odor	Collection staff responded to WWTP. All treatment processes were functioning within normal limits and minimal odor detected. Responded to customer.

**CARPINTERIA SANITARY DISTRICT  
 QUARTERLY SUMMARY INCIDENT REPORT  
 January 1 - March 31, 2013**

Date	Location	Incident/Complaint	Determination/Resolution
1/28/2013	Santa Claus Lane	Odor	Collection staff responded to a business on Santa Claus Lane that had been experiencing intermittent odors. Mainline was cleaned and laterals inspected. A broken cap at a property line cleanout was replaced.
1/31/2013	Sand Point Rd	Pump Failure	Collection staff responded to an E-One tank alarm. The breaker to the pump had been turned off by a contractor causing water to back up. Collection staff turned on the breaker and directed owner and contractor to leave pump breaker on at all times.
2/5/2013	Sand Point Rd	Alarm	Collection staff responded to an E-One high water alarm. A fault was found with the pressure switch. A new pump was installed.
2/5/2013	Anita St.	Back up	District staff received a call from a homeowner who complained of his toilets gurgling and filling with water while collection staff was working the lines in the street in front of his home. Collection System Supervisor made contact with the resident and informed him he would be notified prior to any future line cleaning in his area.
2/21/2013	Linden Ave	Back up	Collection staff responded to a residence on Linden Ave. Staff inspected line and advised owner the problem was within a portion of the private line and that owner should contact a plumber to clear the blockage.
3/26/2013	Canalino Dr	Back up	Collection staff responded to a resident on Canalino Dr. with a slow flowing drain. Staff cleared the lower lateral of roots, inspected the lateral and put on a maintenance schedule.

## Carpinteria Sanitary District

### Schedule of SSC, Budget, Appropriations Limit and Audit in 2013

Prepared by: Hamid Hosseini

Date	Time	Activity	Responsible Parties
4/4/2013	9:00 AM	Administration Budget Meeting	Craig, Hamid, Kim
4/4/2013	11:00 AM	Operations Dept. Budget Meeting	Craig, Mark
4/8/2013	5:00 PM	CIP schedule	Craig
4/15/2013	8:30 AM	Finance Committee, 2013/14 Preliminary Budget Review	Hamid
5/20/2013	8:30 AM	Finance Committee, 2013/14 Draft Budget Review	Hamid
6/3/2013	5:00 PM	Publish in <i>Coastal View</i> Notice of SSC Public Hearing	Kim
6/10/2013	5:00 PM	Publish in <i>Coastal View</i> Notice of SSC Public Hearing	Kim
6/17/2013	8:30 AM	Finance Committee, 2013/14 Final Proposed Budget	Hamid
6/18/2013	5:30 PM	Board Meeting - Public Hearing and Resolution To Collect and Place SSC on County Tax Roll, Final Budget Approval, Appropriation Limit	Craig, Hamid
8/1/2013	9:00 AM	SSC Data to Santa Barbara County	Hamid
8/12/2013	8AM - 5PM	Financial Audit by Teaman Ramirez & Smith CPA Firm	Hamid



# Carpinteria Sanitary District

5300 Sixth Street, Carpinteria, CA 93013  
(805) 684-7214 • Admin Fax (805) 684-7213 • Plant Fax (805) 566-6599

April 18, 2013

**VIA FAX Only: (916) 319-2135**

The Honorable Katcho Achadjian, Chair  
Assembly Local Government Committee  
State Capitol, Room 4098  
Sacramento, CA 95814

**RE: AB 371 (Salas) – OPPOSE**

Dear Assemblyman Achadjian:

The Carpinteria Sanitary District has taken an “oppose” position on AB 371 relating to the land application of “sewage sludge” in Kern County. The Carpinteria Sanitary District is located in Coastal Santa Barbara County and we provide public sewer service to over 16,000 residents, local businesses and a vibrant visitor base.

Litigation challenging the constitutionality of Kern County’s Measure E, the initiative ordinance banning the land application of biosolids in unincorporated areas of the county has been ongoing for many years. AB 371 seeks to circumvent this litigation involving important constitutional questions and would authorize Kern County to regulate or prohibit by ordinance the land application of “sewage sludge” in unincorporated areas in the jurisdiction of the county. There are several legal, policy and scientific principles that all indicate these types of bans are inappropriate and unsupportable.

Specifically, the type of ban which Kern County has previously sought to enforce, and which could be authorized by AB 371, is in conflict with the Integrated Waste Management Act (IWMA), in conflict with the regional welfare doctrine, and contrary to the overwhelming weight of scientific evidence that land application of biosolids is a safe and beneficial practice. The biosolids ban that would be authorized by AB 371 contradicts science-based federal and California regulations that currently govern land application of biosolids.

If AB 371 is passed and Kern County is allowed to adopt and enforce a land application ban, California cities and agencies will face more difficulty finding methods to recycle or dispose of their biosolids in both the short and long term, and available management options will be more expensive than before the ban - a cost that will undoubtedly be passed on to ratepayers. Biosolids are a beneficial soil amendment which makes marginal soil productive, increases crop production, and increases moisture holding capacity which reduces the need to irrigate crops. Recycling biosolids to farmland is a time-tested practice that occurs every day on hundreds of farms across California and the United States with no adverse impacts on public health or the environment.

The Honorable Katcho Achadjian, Chair  
April 18, 2013  
Page 2 of 2

Although the District's biosolids management strategy does not currently include export to Kern County, we are seriously concerned about the broad impacts of the proposed legislation and potential limitations to our future beneficial reuse of biosolids. The District strongly opposes AB 371 and respectfully requests your Committee's consideration of our concerns.

Sincerely,  
CARPINTERIA SANITARY DISTRICT



Jeff Moorhouse  
President, Board of Directors

cc Assemblymember Marc Levine (FAX (916) 219-2110)  
Assemblymember Luis Alejo (FAX (916) 319-2130)  
Assemblymember Steve Bradford (FAX (916) 319-2162)  
Assemblymember Rich Gordon (FAX (916) 319-2124)  
Assemblymember Ben Hueso (FAX (916) 319-2180)  
Assemblymember Melissa Melendez (FAX (916) 319-2167)  
Assemblymember Kevin Mullin (FAX (916) 319-2122)  
Assemblymember Marie Waldron (FAX (916) 319-2175)

**CARPINTERIA SANITARY DISTRICT  
CSD BUDGET DETAIL**

**March 2013**

Account Number	Description	2012/2013 Budget	Y-T-D Estimate	Y-T-D Actual	Percentage YTD 75%		Current Month	Notes	
					Y-T-D Variance	Unexpen. Balance			Expended Balance (%)
<b><u>Personnel Expenses</u></b>									
5010	Regular Salaries	1,342,700	981,204	871,910	109,294	470,790	65%	100,142	
5030	Overtime	12,500	9,135	5,585	3,549	6,915	45%	424	
5040	Special Duty Pay	36,800	26,892	25,669	1,223	11,131	70%	2,790	
5050	Directors' Fees	17,500	12,788	8,300	4,488	9,200	47%	1,000	
	<b>Total Wages</b>	<b>1,409,500</b>	<b>1,030,019</b>	<b>911,465</b>	<b>118,554</b>	<b>498,035</b>	<b>65%</b>	<b>104,356</b>	
<b><u>Employee Benefits</u></b>									
5111	PERS	241,700	176,627	174,276	2,351	67,424	72%	18,000	Retro Payment
5112	Social Security	105,700	77,242	65,200	12,042	40,500	62%	7,887	
5120	Medical Insurance	180,200	135,150	134,081	1,069	46,119	74%	14,317	Advanced Payment
5121	Retiree Health Benefit/GASB 45	0	0	0	0	0	0%	0	
5122	Unemployment Insurance	7,400	5,408	4,444	963	2,956	60%	27	
5124	Long-Term Disability	9,100	6,825	6,906	(81)	2,194	76%	705	Advanced Payment
5126	Life Insurance	4,500	3,375	3,329	47	1,172	74%	339	Advanced Payment
5127	Dental/Vision Self Funding Plan	42,500	31,875	20,214	11,661	22,286	48%	1,216	
5128	Workers' Compensation	46,200	34,650	45,627	(10,977)	573	99%	0	Payment for Entire Year
5132	Employee Physicals & First Aid	2,400	1,800	1,477	323	923	62%	0	
	<b>Total Employee Benefits</b>	<b>639,700</b>	<b>472,952</b>	<b>455,554</b>	<b>17,398</b>	<b>184,146</b>	<b>71%</b>	<b>42,492</b>	
	<b>TOTAL PERSONNEL</b>	<b>2,049,200</b>	<b>1,502,971</b>	<b>1,367,019</b>	<b>135,952</b>	<b>682,181</b>	<b>67%</b>	<b>146,848</b>	
<b><u>General Expenses</u></b>									
5210	Departmental Expense	12,500	9,375	7,485	1,890	5,015	60%	1,040	
5215	Office Supplies	8,000	6,000	3,534	2,466	4,466	44%	197	
5222	Directors Confs, Training & Misc.	15,000	11,250	8,782	2,468	6,218	59%	2,161	
5226	Directors Election Expense	10,000	7,500	0	7,500	10,000	0%	0	
5228	Directors Dental/Vision	12,500	9,375	5,726	3,649	6,774	46%	212	
5231	District Liability Insurance	69,500	52,125	73,881	(21,756)	(4,381)	106%	153	Payment for Entire Year
5241	Uniform Expenses	12,000	9,000	9,642	(642)	2,358	80%	1,104	
5242	Memberships and Dues	23,200	17,400	20,289	(2,889)	2,911	87%	308	Advanced Payment
5244	Conference & Training	21,000	15,750	11,081	4,669	9,919	53%	315	
5246	Employee Education Reimb.	2,500	1,875	0	1,875	2,500	0%	0	
5260	Vehicle Fuel Expenses	16,600	12,450	10,672	1,778	5,928	64%	1,070	
5265	Employee Mileage Reimb.	2,000	1,500	761	739	1,239	38%	185	
5270	Equipment Rental and Leases	4,700	3,525	2,941	584	1,759	63%	288	
5290	Licenses and Permits	25,000	18,750	14,610	4,140	10,390	58%	0	
	<b>Total General</b>	<b>234,500</b>	<b>175,875</b>	<b>169,404</b>	<b>6,471</b>	<b>65,096</b>	<b>72%</b>	<b>7,033</b>	
<b><u>Environment &amp; Monitoring</u></b>									
5310	Monitoring-Equipment Expense	27,500	20,625	10,592	10,033	16,908	39%	1,014	
5320	Monitoring-Lab Work	15,500	11,625	7,084	4,541	8,416	46%	233	
5330	Prop. 65 Clean-Up Expense	10,000	7,500	0	7,500	10,000	0%	0	
	<b>Total Environment &amp; Monit.</b>	<b>53,000</b>	<b>39,750</b>	<b>17,676</b>	<b>22,074</b>	<b>35,324</b>	<b>33%</b>	<b>1,247</b>	
<b><u>Utilities</u></b>									
5410	So. California Gas	1,800	1,350	1,018	332	782	57%	221	
5420	So. California Electric	184,000	138,000	123,264	14,736	60,736	67%	14,161	
5430	Telephone	10,700	8,025	5,958	2,067	4,742	56%	744	
5440	Water	12,100	9,075	7,983	1,092	4,117	66%	1,138	
5450	Rubbish	5,000	3,750	3,485	265	1,515	70%	367	
5480	Underground Service Alert	800	600	333	267	467	42%	42	
5490	Building Alarm System	700	525	620	(95)	80	89%	155	Advanced Payment
	<b>Total Utilities</b>	<b>215,100</b>	<b>161,325</b>	<b>142,660</b>	<b>18,665</b>	<b>72,440</b>	<b>66%</b>	<b>16,829</b>	

**CARPINTERIA SANITARY DISTRICT  
CSD BUDGET DETAIL**

**March 2013**

Account Number	Description	2012/2013 Budget	Y-T-D Estimate	Y-T-D Actual	Percentage YTD		75%	Current Month	Notes
					Y-T-D Variance	Unexpen. Balance			
<b><u>Sludge Disposal</u></b>									
5470	Sludge Disposal	125,000	93,750	77,628	16,122	47,372	62%	10,335	
	Total Sludge Disposal	125,000	93,750	77,628	16,122	47,372	62%	10,335	
<b><u>Supplies &amp; Equipment</u></b>									
5510	General Supplies	15,000	11,250	13,206	(1,956)	1,794	88%	773	Advanced Payment
5521	Odor Control Chemicals	35,000	26,250	3,640	22,610	31,360	10%	0	
5522	Chlorine-SO2	120,000	90,000	74,268	15,732	45,732	62%	8,367	
5524	Polymers	26,000	19,500	23,190	(3,690)	2,810	89%	3,738	Bulk Purchased
5525	Tools/Small Parts	4,300	3,225	2,363	862	1,937	55%	334	
5526	Fuel, Diesel, Lubricants	6,500	4,875	3,775	1,100	2,725	58%	0	
5527	Safety Equipment	5,700	4,275	3,071	1,204	2,629	54%	0	
	Total Supplies & Equipment	212,500	159,375	123,514	35,861	88,986	58%	13,212	
<b><u>Repairs &amp; Maintenance</u></b>									
5610	Equipment (minor)	19,300	14,475	6,250	8,225	13,050	32%	695	
5620	Building Maintenance	8,000	6,000	2,581	3,419	5,419	32%	274	
5630	Grounds Maintenance	3,500	2,625	2,146	479	1,354	61%	59	LS 1 Tree Removal
5640	Vehicles Maintenance	11,600	8,700	7,466	1,234	4,134	64%	187	
5650	Treatment Plant Maintenance	45,000	33,750	24,820	8,930	20,180	55%	4,665	
5680	Pump Station Maintenance	9,000	6,750	8,237	(1,487)	763	92%	0	Controller Replacmt LS 5
5690	Collection System Maintenance	82,000	61,500	16,041	45,459	65,959	20%	739	
	Total Repairs & Maint.	178,400	133,800	67,542	66,258	110,858	38%	6,619	
<b><u>Professional Services</u></b>									
5821	Accounting (Annual Audit)	8,800	6,600	8,800	(2,200)	0	100%	0	
5831	Legal Counsel	24,000	18,000	17,615	385	6,385	73%	2,093	
5843	Computer-Related Expenses	25,500	19,125	15,823	3,302	9,677	62%	629	
5844	SCADA Related Expenses	20,000	15,000	18,312	(3,312)	1,688	92%	0	SCADA Programming
5847	Public Relations	15,000	11,250	9,214	2,036	5,786	61%	0	Newsletter
5849	Professional Services	24,000	18,000	3,945	14,055	20,055	16%	945	
5851	Payroll Service-Paychex	4,600	3,450	2,785	665	1,815	61%	305	
5855	IDP/Monitoring Source Control	500	375	0	375	500	0%	0	
	Total Professional Services	122,400	91,800	76,494	15,306	45,906	62%	3,972	
<b><u>Other Expenses</u></b>									
6020	Admin Charges-SB County	10,000	7,500	0	7,500	10,000	0%	0	
6030	Debt Services Administration Fee	3,200	2,400	1,400	1,000	1,800	44%	0	
6031	LAFCO Pro-Rata Costs	3,800	2,850	3,023	(173)	777	80%	0	Payment for Entire Year
6032	Regional Grant/Planning Costs	1,000	750	475	275	525	48%	0	
	Total Other Expenses	18,000	13,500	4,898	8,602	13,102	27%	0	
<b>GRAND TOTALS</b>		3,208,100	2,372,146	2,046,835	325,311	1,161,265	64%	206,095	

**CARPINTERIA SANITARY DISTRICT**  
**CAPITAL IMPROVEMENT PROJECT (CIP) EXPENDITURES**  
**FY 2012/2013**

Date: March 2013

CIP No.	Funding Source	Description	Project Starting Date	Budget	Project Cost to Date	% Expended	YTD Expense	MTD Expense	Variance	Comments
P-118	CIP/DIF	Bluffs Sewer Relocation Project	7/1/2008	\$ 2,300,000	2,033,317	88%	17,886	0	266,683	Completed 3/31/2013
P-132	CIP	Plum Street Sewer Replacement Project	7/1/2010	\$ 1,000,000	74,281	7%	10,303	0	925,719	In Design
P-138	CIP	Aerobic Digester Preliminary & Final Design	3/1/2012	\$ 350,000	343,620	98%	240,958	128,893	6,380	In Design
P-139	CIP	Lift Station # 3 Pump Replacement	7/1/2012	\$ 20,000	19,187	96%	19,187	0	813	Completed 11/30/2012
P-140	CIP	Polymer Blending System	7/1/2012	\$ 13,000	12,638	97%	12,638	0	362	Completed 3/31/2013
P-141	CIP	Headworks Mechanical Bar Screen Overhaul	8/1/2012	\$ 65,000	60,802	94%	60,802	0	4,198	Completed 12/31/2012
P-142	CIP	Plant Air Compressor Replacement		\$ 35,000	22,786	65%	22,786	329	12,214	Construction Completed
	CIP	Collection System Rehabilitation Project-Phase 1		\$ 750,000	0	0%	0	0	750,000	
	CIP	Carpinteria Creek Suspended Line Crossing Restoration		\$ 200,000	0	0%	0	0	200,000	
<b>Totals</b>					4,733,000	2,566,632		384,561	129,221	2,166,368

Assessment District 2007-1 Projects

CIP No.	Funding Source	Description	Project Starting Date	Budget	Project Cost to Date	% Expended	YTD Expense	MTD Expense	Variance	Comments
P-201	Bonds	Rincon Point, Zone A	4/1/2009	\$ 5,281,217	804,310	15%	134,303	16,619	4,476,907	Final Design
P-202	Bonds	Sandyland Cove, Zone B	4/1/2009	\$ 1,464,519	1,754,739	120%	96,921	93,600	-290,220	Construction Completed
P-203	Bonds	Sandpoint Road, Zone C	4/1/2009	\$ 963,928	1,121,950	116%	54,646	52,238	-158,022	Construction Completed
<b>Totals</b>					\$ 7,709,664	3,680,998		285,869	162,457	4,028,666