

AGENDA
FOR THE REGULAR MEETING OF THE GOVERNING BOARD
TO BE HELD June 18, 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

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. General Manager's Status Report

Description: General Manager to provide an oral report regarding District issues.

**2. Resolution No. R-262 (Pages 1 - 11)
Sewer Service Charges on Assessor Rolls – Public Hearing**

Description: Board to follow the written text procedures, which include consideration of public comment and/or protest and adoption of Resolution No. R-262 to place the sewer service charges on the FY2013/14 County Assessor's Roll.

Staff Recommendation: Board adoption of Resolution No. R-262.

**3. Resolution No. R-263 (Pages 12- 15)
Setting Appropriations Limits for FY 2013/14**

Description: The Board to review and consider adopting Resolution No. R-263 to establish the appropriations limit for FY 2013/14.

Staff Recommendation: Board adoption of Resolution No. R-250.

**4. Resolution No. R-264
Adoption of the FY 2013/14 Annual Budget**

(Pages 16- 19)

Description: The Board to review and consider adopting Resolution No. R-264 approving the Fiscal Year 2013/14 Budget for the Carpinteria Sanitary District.

Staff Recommendation: Board adoption of Resolution No. R-264.

IV. BOARD ITEMS

A. COMMITTEE REPORTS

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

- Standing Finance Committee
- 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 — 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

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.

Next Ordinance Available.....#14
Next Resolution Available.....R-265
Posting Date.....06/14/13



Carpinteria Sanitary District

Board of Directors Meeting

STAFF REPORT

TO: Board of Directors

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

SUBJECT: **Resolution No. R-262**
Sewer Service Charges on Assessor Rolls – Public Hearing

DATE: June 18, 2013

REQUESTED ACTION: Staff is requesting Board adoption of Resolution No. R-262. This resolution orders the filing with the County Auditor of the sewer service charges report for fiscal year 2013/14 to be placed on and collected by means of the County Tax Rolls.

BACKGROUND INFORMATION: The Board has set the hearing date of June 18, 2013 for placing the sewer service charges on the tax rolls and authorized publication of the required notices. The next step for the District is to place these charges on the Assessor's Rolls. Publication of notice of the hearing was done two times as per Government Code 6066, and direct mailing to all new properties has been completed as required by law. The hearing draft of the Sewer Service Charge report listing every property and associated fee was prepared and available on June 5, 2013. This report includes the total sewer service charge fee for each parcel for FY 2013/14.

Beginning in FY 2006/2007, the District began collecting sewer service charges for three individual parcels that comprise the Carpinteria State Beach Park directly from the State of California. The total SSC to be collected from this user in FY 2013/2014 is \$63,261.33

STAFF COMMENTS: The procedure to receive public comment or protest is a formal one. For clarity, staff has included a procedure text to be used as desired by the Board (See Attachment A). The purpose of this hearing is to give the public the opportunity to comment or protest the filing of the report, which places sewer service charges on the tax rolls for collection through property tax bills. Technically, this is not a meeting for public complaint on the amount of the fees or to request reduction of the charges. The Board can, however, entertain either of these matters at its discretion.

Additionally, this report includes the following Attachments for reference:

Attachment B: Resolution R-262 – A Resolution Enabling the District to Place the Sewer Service Charges on the FY 2013/14 Tax Roll.

Attachment C: Notice of Hearing

Attachment D: New Connections in FY 2012/2013

Attachment E: SSC Summary Report


PROTEST PROVISIONS. The District provides public sewer service to 4,351 parcels. Therefore, written protest from 2,176 parcels is required to achieve a majority protest. Further details may be found on the procedure text.

RECOMMENDATION: Staff recommends that the Board President conduct the protest hearing as prescribed in the attached procedure text and that the Board adopt Resolution No. R-262, thereby placing the sewer service charges on the FY 2013/14 County Assessor's Rolls.

SUGGESTED MOTION: I move that the Board adopt Resolution No. R-262, ordering the filing with the County Auditor a report of sewer service charges for FY 2013/14 to be placed on and collected by the County Assessor's Rolls.

M _____ S _____

Ayes: _____ Nays: _____ Abstentions: _____

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

**PROCEDURE TEXT
FOR PLACING SEWER CHARGES
ON THE ASSESSOR ROLLS PUBLIC HEARING**

President: "This is the time and place for a public hearing on the written report on file with the District as to whether or not the sewer charges set forth in said report shall be placed on and collected by means of the County Tax Roll for the Fiscal Year 2013/2014."

President: "General Manager, please call the roll."

General Manager: Calls Roll.

| | |
|---------------------|------------------|
| Director Velasco | "Present/Absent" |
| Director Damron | "Present/Absent" |
| President Moorhouse | "Present/Absent" |
| Director Modugno | "Present/Absent" |
| Director Graf | "Present/Absent" |

General Manager: "President Moorhouse- there are five (5) members present. This meets the 2/3's quorum required by State law to adopt the Resolution setting rates on the County Assessor's Rolls."

President: "General Manager, please file the **Notice of Hearing** and **Proof of Publication** with the Secretary."

(Please pause and allow the General Manager to deliver the documents to the Secretary).

President: "The **Written Report** may be examined by anyone at this time. General Manager please identify the written report."

President: "Is there anyone present who desires to make any objections or protests to the report."

Note: At this time, hear all protests to the report. Ask each person to identify him or herself. Ask each one to identify the parcel about which the protest is made. (These protests must be entered in the minutes, including the name and the parcel. We will run an audiotape.)

President: "General Manager, are there sufficient protests to constitute a "majority protest" as specified by law?"

General Manager: Should there be no majority protest:

"President Moorhouse, there is No Majority Protest."

Majority Protest Considered

Note: If there are a number of protests (100's), the President should provide a recess to allow staff time to analyze the percentages.

Should there be majority protest:

"President Moorhouse, there are sufficient protests to prevent the placement of these charges on the County Rolls."

President: "Having received sufficient protests, I will entertain a motion to adopt by reference a resolution to terminate actions placing the charges on the Rolls. (Staff would prepare during the recess an appropriate resolution for execution.)"

Note: The Board cannot overrule a majority protest. If there is a majority protest, the charges can still be allowed, they just cannot be collected on the County tax roll.

No Majority Protest.....

President: "There being no majority protest, the hearing is now declared closed and a resolution ordering the filing of the report with the Auditor is ordered. May I have a motion and a second on this resolution?"

Motion by _____ Second by _____

"General Manager may I have a roll call on the adoption of this Resolution."

Note: Even though no majority protest exists, the Board can still change the report and charges (in response to public comment) if it wished before it adopts the resolution. The Board can overrule any objections to the charges and adopt the report as is and file it.

General Manager: Calls Roll.

Director Velasco _____
Director Damron _____
President Moorhouse _____
Director Modugno _____
Director Graf _____

General Manager: "President Moorhouse, the Resolution passes with the required 4/5's affirmative vote."

President: If attendees are present: "Thank you for attending tonight's meeting."

RESOLUTION NO. R-262

**A RESOLUTION OF THE GOVERNING BOARD OF
CARPINTERIA SANITARY DISTRICT
ORDERING THE FILING WITH THE COUNTY AUDITOR OF
A REPORT OF SEWER SERVICE CHARGES FOR
FISCAL YEAR 2013/2014 TO BE PLACED ON AND
COLLECTED BY MEANS OF THE COUNTY TAX ROLL**

WHEREAS, the Governing Board, via Ordinance No. 12, dated June 7, 2011, elected to collect certain of its sanitary sewer service charges by means of the County Tax Roll for each fiscal year, and

WHEREAS, pursuant to Section 5473 of the Health and Safety Code, a written report was filed with the District, which report contains a description of each parcel of real property receiving sewer services and the charge for each parcel for said fiscal year; and

WHEREAS, pursuant to Section 5473.1 of the Health and Safety Code and Resolution No. R-260, dated May 21, 2013, a hearing on said report was set for 5:30 p.m. on the 18th day of June 2013 at the administrative office at 5300 Sixth Street, Carpinteria, California; and

WHEREAS, at said time and place said hearing was held; and

WHEREAS, at said hearing the Governing Board of Carpinteria Sanitary District heard and considered all objections or protests to said report.

NOW, THEREFORE, BE IT RESOLVED:

1. That all of the recitals contained in the preamble to this Resolution are true;
2. That said written report shall be and it hereby is adopted and determined that each charge as set forth in said report is proper;
3. That the Secretary of this Governing Board and of this District shall, on or before the 10th day of August 2013 file or cause to be filed with the Auditor of the County of Santa Barbara a copy of said report, together with the statement endorsed thereon that said written report has been adopted by the Governing Board of the Carpinteria Sanitary District;
4. That pursuant to Section 5473.4 of the Health and Safety Code, the Auditor of the County of Santa Barbara, State of California, shall enter the amounts of the charges against the respective lots or parcels of land as they appear on the current assessment roll;
5. That the amount of the charges shall constitute a lien against the lot or parcel of land against which the charge has been imposed as of noon on the first day of immediately preceding date of levy; and
6. That the hearing is hereby concluded.

PASSED AND ADOPTED by the Governing Board of the Carpinteria Sanitary District on the 18th day of June 2013 by the following vote to wit:

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

Resolution No. R-262 was thereupon declared, carried, and adopted.

Dated this 18th day of June 2013.

We certify that the above is a true and correct copy of Resolution No. R-262, adopted by the Board of Directors of the Carpinteria Sanitary District on June 18, 2013.

APPROVED:

Jeff Moorhouse
President of the Governing Board of
CARPINTERIA SANITARY DISTRICT

ATTEST:

Lin Graf
Secretary of the Governing Board of
CARPINTERIA SANITARY DISTRICT

**NOTICE OF HEARING DATE ON REPORT TO COLLECT
CARPINTERIA SANITARY DISTRICT
SEWER SERVICE CHARGES
ON COUNTY TAX ROLL**

NOTICE IS HEREBY GIVEN that at 5:30 p.m. on the date of June 18, 2013, at 5300 Sixth Street, Carpinteria, California, a hearing will be held on a written report on file in the office of the District at 5:30 p.m., located at the above-referenced address. The report containing a description of each parcel of real property within Carpinteria Sanitary District to which sewer service is being rendered or for which an application for service has been made to the District has been filed on or before June 5, 2013. The report also sets for the charge to be made for sewer services to each of said parcels for the fiscal year 2013/2014.

The purpose of the hearing on the report is to enable the Governing Board of the Carpinteria Sanitary District to hear and consider all objections or protests to the election by the District to collect the sewer service charges as shown on the report on the County Tax Roll in the same manner and at the same time as general taxes.

The report is available for examination during normal business hours beginning June 5, 2013, and will remain available for examination during regular business hours at the administrative office of the District located at 5300 Sixth Street, Carpinteria, California, 93013.

Dated this 21st day of May, 2013.

Jeff Moorhouse, President
Board of Directors
Carpinteria Sanitary District

Attachment D

Carpinteria Sanitary District

New Connections in 2012-2013

Prepared by: Hamid Hosseini

| | APN | Address | City & State | Name & Mailing Address | Unit Increase (Decrease) | Current # of Units | Occupancy Date | Update # |
|--------------------|-------------|------------------------|-----------------------|---|-----------------------------|-----------------------|-------------------|------------------|
| 1 | 001-470-030 | 1120 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 100 |
| 2 | 001-480-011 | 1147 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 101 |
| 3 | 001-480-012 | 1149 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 102 |
| 4 | 001-480-010 | 1151 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 103 |
| 5 | 001-480-009 | 1143 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 104 |
| 6 | 001-480-008 | 1145 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 105 |
| 7 | 001-480-007 | 1141 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 106 |
| 8 | 001-480-006 | 1137 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 107 |
| 9 | 001-480-005 | 1135 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 108 |
| 10 | 001-480-004 | 1139 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 109 |
| 11 | 001-470-038 | 1101 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 110 |
| 12 | 001-470-037 | 1105 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 111 |
| 13 | 001-470-036 | 1109 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 112 |
| 14 | 001-470-035 | 1113 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 113 |
| 15 | 001-470-034 | 1117 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 114 |
| 16 | 001-470-031 | 1112 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 10/2/2012 | 115 |
| 17 | 003-305-004 | 4850 - 4869 7th Street | Carpinteria, CA 93013 | Seventh Street Cottages, LLC, 845 11th Street, Boulder, CO 80302 | 2 | 8 | 1/2/2013 | 116 |
| 18 | 005-474-004 | 1114 Calle Lagunitas | Carpinteria, CA 93013 | Jeff Johnson, 138 Serafin Way Carpinteria, CA 93013 | 1 | 1 | 1/7/2013 | 117 |
| 19 | 004-112-018 | 4868 El Carro Lane | Carpinteria, CA 93013 | Mission Terrace, 4868 El Carro Lane Carpinteria, CA 93013 | 1 | 1 | 2/4/2013 | 118 |
| 20 | 003-483-007 | 261 Linden Avenue | Carpinteria, CA 93013 | Barbara Coeler, 24152 Lyons Ave. # 228, Newhall CA 91321 | (3) | 5 | 3/12/2013 | 119 |
| 21 | 003-325-001 | 750 Palm Avenue | Carpinteria, CA 93013 | Alphanse Franzen, 750 Palm Avenue Carpinteria, CA 93013 | 1 | 2 | 4/10/2013 | 120 |
| 22 | 005-330-003 | 238 Toro Canyon Road | Carpinteria, CA 93013 | Robert & Ann Port Trust 2/18/2011 | 2 | 2 | 4/19/2013 | 121 |
| New Connections | 001-470-024 | 1144 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 6/14/2013 122 |

| | | | | | | | | |
|----|-------------|----------------------|-----------------------|---|---|---|----------|-----|
| 24 | 001-470-023 | 1148 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 123 |
| 25 | 001-470-022 | 1152 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 124 |
| 26 | 001-470-013 | 6367 Lagunitas Court | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 125 |
| 27 | 001-470-014 | 6371 Lagunitas Court | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 126 |
| 28 | 001-470-015 | 6375 Lagunitas Court | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 127 |
| 29 | 001-470-016 | 6379 Lagunitas Court | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 128 |
| 30 | 001-470-017 | 6383 Lagunitas Court | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 129 |
| 31 | 001-470-018 | 6387 Lagunitas Court | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 130 |
| 32 | 001-470-019 | 6391 Lagunitas Court | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 131 |
| 33 | 001-470-020 | 6395 Lagunitas Court | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 132 |
| 34 | 001-470-021 | 6399 Lagunitas Court | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 133 |
| 35 | 001-480-013 | 1159 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 134 |
| 36 | 001-480-014 | 1161 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 135 |
| 37 | 001-480-015 | 1163 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 136 |
| 38 | 001-480-016 | 1165 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 137 |
| 39 | 001-480-017 | 1167 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 138 |
| 40 | 001-480-018 | 1169 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 139 |
| 41 | 001-480-019 | 1169 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 140 |
| 42 | 001-480-020 | 1169 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 141 |
| 43 | 001-480-021 | 1169 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 142 |
| 44 | 001-480-022 | 1169 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 143 |
| 45 | 001-480-023 | 1169 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 144 |
| 46 | 001-480-024 | 1169 Calle Lagunitas | Carpinteria, CA 93013 | Rescal Lagunitas 73, LLC 10880 Wilshir # 1420 Los Angeles, CA 90024 | 1 | 1 | 5/8/2013 | 145 |
| 28 | | | | | | | | |

May 7, 2013

Current Owner
Street Address
Carpinteria, CA 93013

Re: Initiation of Sewer Service Charge Billing
Service Address:
APN:

Dear Current Owner,

The Carpinteria Sanitary District is providing sewer service to the residence(s) at the above location. For the twelve month period beginning July 1, 2013, the annual residential sewer service charge expected to be \$562.40 per dwelling unit. Dwelling units include single family houses, condominiums and apartments.

For your convenience, the sewer service charge for this service is added to your property tax statement and billed as an annual charge. The sewer service charge will be indicated on your property tax statement as "CARP SAN DIST SVC CHG."

The District's Board of Directors will conduct a public hearing to authorize placement of sewer service charges on the property tax roll on June 18, 2013 at 5:30 pm at the District's administration office located at 5300 Sixth Street in Carpinteria.

If you have any questions regarding this matter, please contact me at 684-7214, extension 11.

Sincerely,

Hamid Hosseini
Finance Director

Carpinteria Sanitary District

SSC Summary for Fiscal Year 2013/2014

Prepared By: Hamid Hosseini

| Use Type | No. of APNs | No. of Residential Units | No. of Non-Residential Units | Total SSC Revenue | Residential \$ | Non-Residential \$ |
|-----------------|-------------|--------------------------|------------------------------|-------------------|----------------|--------------------|
| Residential | 4,063 | 6,062 | | 3,409,268.80 | 3,409,268.80 | |
| Mixed Use | 33 | 96 | 56 | 117,302.04 | 53,990.40 | 63,311.64 |
| Non-Residential | 255 | | 469 | 1,007,014.04 | | 1,007,014.04 |
| Totals | 4,351 | 6,158 | 525 | 4,533,584.88 | 3,463,259.20 | 1,070,325.68 |
| | | | | | <u>76.4%</u> | <u>23.6%</u> |

Total Number of Residential Units

6,158

Residential Rates/ Year

\$562.40

State SSC

\$ 63,261.33

Non-Residential Rates

Water Usage

S.B. County

\$ 4,470,323.55



Carpinteria Sanitary District
Board of Directors Meeting

STAFF REPORT

TO: Board of Directors
FROM: Hamid Hosseini – Finance Director
SUBJECT: **Resolution No. R-263**
Setting Appropriations Limit for Fiscal Year 2013/14
DATE: June 18, 2013

REQUESTED ACTION: Adopt Resolution No. R-263 setting the appropriations limit for FY 2013/14.

BACKGROUND INFORMATION: Section 7910 of the Government Code requires Special Districts to adopt a resolution each year to establish its appropriations limit for the following fiscal year at a regularly scheduled meeting or a properly noticed special meeting.

The appropriations limit represents the maximum amount that a municipality or other local governmental entity may collect from property tax revenue. Section 7902 of the Government Code establishes the procedure for calculating the appropriations limit each fiscal year. The process is basically an escalation from a baseline year (FY 1979/80) that is a function of population and per capita income within the areas served by the agency.

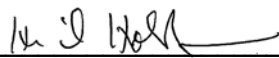
The District's appropriations limit for FY 2013/14 is \$3,334,474. The projected property tax revenue for this period is \$454,600, which is well within the established limit. Resolution No. R-263 formally adopts the appropriation limits in accordance with state law.

RECOMMENDATION: Staff recommends that the Board adopt Resolution No. R-263 setting the appropriation limit for FY 2013/14.

SUGGESTED MOTION: I move that the Board adopt Resolution No. R-263 as presented.

M _____ S _____

Ayes _____ Nays _____ Abstentions _____

Prepared By: 
Hamid Hosseini – Finance Director

Attachments: Resolution No. R-263
Appropriations Limit Calculation for FY 2013/2014

RESOLUTION NO. R-263

**RESOLUTION OF THE GOVERNING BOARD
OF THE CARPINTERIA SANITARY DISTRICT
ESTABLISHING THE APPROPRIATIONS LIMIT
FOR THE 2013/14 FISCAL YEAR**

**IN ACCORDANCE WITH THE PROVISIONS OF DIVISION 9 OF TITLE 1
OF THE CALIFORNIA GOVERNMENT CODE**

WHEREAS Article XIII B of the Constitution of the State of California as proposed by the Initiative Measure approved by the people at the special statewide election held on November 6, 1979 and amended in June, 1990 by the people of the State of California (Proposition 111), provides that the total annual appropriations subject to limitations of each local government shall not exceed the appropriations limit of such entity for the prior year adjusted for changes in the cost of living and population except as otherwise specifically provided for in said Article; and

WHEREAS the State Legislature added Division 9 (commencing with Section 7900) to Title 1 of the Government Code of the State of California to implement Article XIII B of the California Constitution; and

WHEREAS Section 7910 of the Government Code provides that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the following fiscal year pursuant to Article XIII B at a regularly scheduled meeting or a noticed special meeting and that fifteen days prior to such meeting, documentation used in the determination of the appropriations limit shall be available to the public; and

WHEREAS Proposition 111 as approved by the voters of the State of California, requires a recorded vote of the Board of Directors regarding which of the annual adjustment factors have been selected each year; and

WHEREAS Section 7902(a) of the Government Code sets forth the method for determining the appropriations limit for each local jurisdiction for the 1980/81 fiscal year; and

WHEREAS the Board of Directors of the Carpinteria Sanitary District wishes to establish the appropriations limit for fiscal year 2013/14 for the Carpinteria Sanitary District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carpinteria Sanitary District, as follows:

Section 1: That it is hereby found and determined that the documentation used in the determination of the appropriations limit for the Carpinteria Sanitary District for fiscal year 2013/14 was available to the public in the District Office of said District at least fifteen days prior to this date.

Section 2: That the appropriations limit for the Carpinteria Sanitary District for fiscal year 2013/14 is a function of the change in per capita income in California and the population change in Santa Barbara County on a percentage basis during the prior fiscal year.

Section 3: That the appropriations limit for the Carpinteria Sanitary District for fiscal year 2013/14 as established in accordance with Section 7902(a) of the California Government Code is \$3,334,474.

PASSED, APPROVED, AND ADOPTED at the regular meeting of the Board of Directors of the Carpinteria Sanitary District held June 18, 2013, and carried by the following roll call vote:

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

Resolution No. R-263 was thereupon declared, carried, and adopted.

Dated this 18th day of June 2013.

We certify that the above is a true and correct copy of Resolution No. R-263, adopted by the Board of Directors of the Carpinteria Sanitary District on June 18, 2013.

APPROVED:

Jeff Moorhouse
President of the Governing Board of
CARPINTERIA SANITARY DISTRICT

ATTEST:

Lin Graf
Secretary of the Governing Board of
CARPINTERIA SANITARY DISTRICT

Carpinteria Sanitary District

APPROPRIATION LIMIT FOR FY 2013/2014

| | <u>2013-2014</u> |
|---|---------------------|
| A. PRIOR YEAR APPROPRIATION LIMIT | \$ 3,149,593 |
| B. CHANGE IN CALIF PER CAPITA INCOME | \$ 1.0512 |
| C. CHANGE IN DISTRICT'S POPULATION | \$ 1.0054 |
| C1. CHANGE IN COUNTY POPULATION | \$ 1.0071 |
| D. MULTIPLYING FACTOR (Larger of C or C1 times B) | \$ 1.0587 |
| E. NEW APPROPRIATION LIMIT | \$ 3,334,474 |
| F. PROPERTY TAX COLLECTED/ESTIMATE | \$ 454,600 * |
| G. UNDER LIMIT | <u>\$ 2,879,874</u> |

* Estimate of property tax for the Fiscal Year 2013/2014



Carpinteria Sanitary District
Board of Directors Meeting

STAFF REPORT

TO: Board of Directors
FROM: Craig Murray, P.E. - General Manager
SUBJECT: **Resolution No. R-264: Adoption of the FY 2013/14 Annual Budget**
DATE: June 18, 2013

REQUESTED ACTION: It is requested that the Board review and adopt Resolution R-264 approving the Fiscal Year 2013/14 Budget for the Carpinteria Sanitary District.

FUNDING SOURCE: Sewer Service Charges / Property Taxes / CIP Fund / DIF Fund

BACKGROUND: Submitted for your review and adoption is the FY 2013/14 Budget for the Carpinteria Sanitary District. This budget document represents input from all departments and has been developed as a team effort. The "Budget Snapshot" page in Section 1.0 provides an overall summary of the anticipated revenues, operating expenses and capital improvement projects for the upcoming fiscal year. The transmittal letter that accompanies the budget document provides an overview of significant changes from the prior year's budget.

In reviewing this document, the Board should keep in mind its basic purpose is to provide the District with a financial guideline for the upcoming year. Operation and maintenance cost projections were carefully calculated using the most current information available. The budget, as presented, has been reviewed by the Board Finance Committee. Input and recommendations from the Committee have been incorporated into this document.


During FY 2013/14, the District will continue implementation of the Board approved Capital Improvement Program (CIP) which primarily addresses infrastructure and equipment needs at the treatment facility and within the wastewater collection system. Resolution No. R-264 officially transfers necessary funds from the General Fund into the CIP Fund.

RECOMMENDATION: Staff recommends that the Board adopt the Fiscal Year 2013/14 Budget through adoption of Resolution No. R-264 as submitted (modified).

SUGGESTED MOTION: I move that the Board of Directors adopt Resolution R-264 adopting the Fiscal Year 2013/14 Budget as submitted (modified) with expenditures totaling \$9,070,700 .

M _____ S _____

Ayes: _____ Nays: _____ Abstentions: _____

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

Attachments: Resolution R-264
Fiscal Year 2013/14 Budget (Presented Separately)

RESOLUTION NO. R-264

RESOLUTION OF THE BOARD OF DIRECTORS OF CARPINTERIA SANITARY DISTRICT ADOPTING THE OPERATING AND CAPITAL BUDGET FOR THE FISCAL YEAR 2013/14 AND ESTABLISHING CONTROLS ON CHANGES IN APPROPRIATIONS FOR THE VARIOUS FUNDS

WHEREAS, the Board of Directors of Carpinteria Sanitary District including the Board Finance Committee has reviewed a preliminary budget for Fiscal Year 2013/14 and has made changes therein;

NOW, THEREFORE, IT IS HEREBY RESOLVED, DETERMINED, AND ORDERED by the Board of Directors of **CARPINTERIA SANITARY DISTRICT** as follows:

1. That the budget document which is on file with the Secretary to the Board, a summary of which is attached hereto as Exhibit A - Budget Snapshot, is adopted as the final operating and capital budget for the District for the Fiscal Year 2013/14.
2. That the amount designated in the final Fiscal Year 2013/14 operating budget is hereby appropriated and may be expended by the departments or funds for which they are designated and such appropriation shall be neither increased nor decreased except as provided herein.
3. That funds are hereby appropriated from the General Fund and placed into the Capital Improvement Fund to fully fund authorized capital expenditures which total \$7,883,000. The designated funds may be expended for ongoing and newly approved projects for which they are designated and such appropriation shall be neither increased nor decreased except as provided herein.
4. That the following controls are hereby placed on the use and transfer of budgeted funds:
 - a. The General Manager is responsible for keeping expenditures within budget allocations for positions, salaries, operational expenses and capital acquisitions and may adopt budget policies as necessary to carry out that responsibility. No expenditure of funds shall be authorized unless sufficient funds have been appropriated by the Board or General Manager as described herein.
 - b. The General Manager may exercise discretion in administration of the budget to respond to changed circumstances, provided that any modification in excess of \$25,000 shall require approval by the Board.

- c. The Board must authorize any increase in the overall operating budget, capital budget, salary budget and number of authorized regular personnel positions above the level identified in the final operating and capital budget. The General Manager may authorize the hiring of temporary or part-time staff as necessary, within the limits imposed by the available funds in the operating and capital budget.
5. That authorization is made for any carry over or continuing appropriations for the capital budget.

PASSED, APPROVED, AND ADOPTED at the regular meeting of the Board of Directors of the Carpinteria Sanitary District held June 18, 2013, and carried by the following roll call vote:

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

Resolution No. R-264 was thereupon declared, carried, and adopted.

Dated this 18th day of June 2013.

We certify that the above is a true and correct copy of Resolution No. R-264, adopted by the Board of Directors of the Carpinteria Sanitary District on June 18, 2013.

APPROVED:

Jeff Moorhouse
President of the Governing Board of
CARPINTERIA SANITARY DISTRICT

ATTEST:

Lin Graf
Secretary of the Governing Board of
CARPINTERIA SANITARY DISTRICT

EXHIBIT A

Carpinteria Sanitary District

Budget Snapshot

Fiscal Year 2013/2014

| Description | 2012/2013 Budget | 2012/13 9 Months Actual | % Expended/ YTD | 2013/2014 Budget | \$ Increase (Decrs.) | % Change |
|---|---------------------|-------------------------------|-----------------------|---------------------|----------------------------|-------------|
| <u>REVENUES</u> | | | | | | |
| Sewer Service Charges (SSC) | 4,316,000 | 2,453,936 | 57% | 4,533,500 | 217,500 | 5.0% |
| Property Taxes | 454,600 | 260,190 | 57% | 454,600 | 0 | 0.0% |
| Interest Income | 26,000 | 21,411 | 82% | 30,000 | 4,000 | 15.4% |
| Other Fees & Income | 15,000 | 32,819 | 219% | 20,000 | 5,000 | 33.3% |
| Development Impact Fees (DIF) | 0 | 146,400 | NA | 0 | 0 | 0.0% |
| Other Sources of Cash/Grant | 600,000 | 417,984 | NA | 1,200,000 | 600,000 | 100.0% |
| Other Districts' Contributions/Safety Officer | 93,500 | 101,863 | NA | 85,400 | (8,100) | -8.7% |
| Total Gross Revenues | 5,505,100 | 3,434,604 | 62% | 6,323,500 | 818,400 | 14.9% |
| <u>EXPENSES</u> | | | | | | |
| <u>1) Operating Expenses:</u> | | | | | | |
| Wages and Benefits | 2,049,200 | 1,367,019 | 67% | 2,186,400 | 137,200 | 6.7% |
| General | 234,500 | 169,404 | 72% | 227,800 | (6,700) | -2.9% |
| Environment & Monitoring | 53,000 | 17,676 | 33% | 84,600 | 31,600 | 59.6% |
| Utilities | 215,100 | 142,660 | 66% | 244,700 | 29,600 | 13.8% |
| Biosolids Disposal | 125,000 | 77,628 | 62% | 125,000 | 0 | 0.0% |
| Supplies & Equipment | 212,500 | 123,514 | 58% | 204,200 | (8,300) | -3.9% |
| Repairs & Maintenance | 178,400 | 67,542 | 38% | 180,000 | 1,600 | 0.9% |
| Professional Services | 122,400 | 76,494 | 62% | 141,300 | 18,900 | 15.4% |
| Other Expenses | 18,000 | 4,898 | 27% | 18,000 | 0 | 0.0% |
| Total Operating Expenses: | 3,208,100 | 2,046,835 | 64% | 3,412,000 | 203,900 | 6.4% |
| <u>2) Non-Operating Expenses:</u> | | | | | | |
| Debt Service | 1,224,300 | 262,104 | 21% | 1,187,700 | (36,600) | -3.0% |
| Capital Improvement Projects | 5,063,000 | 2,764,619 | 55% | 7,883,000 | 2,820,000 | 55.7% |
| Total Non-Operating Expenses: | 6,287,300 | 3,026,723 | 52% | 9,070,700 | 2,783,400 | 44.27% |
| Total Uses of Cash: | 9,495,400 | 5,073,558 | 53% | 12,482,700 | | |
| Surplus (Deficit) for the Year | -3,990,300 | -1,638,954 | 41% | -6,159,200 | | |
| Estimated Cash and Equivalent | | | | 14,800,000 | | |
| Estimate Year End Balance | | | | 8,640,800 | | |
| Ratio | 1.39 | | | 1.44 | | |