

AGENDA
**FOR THE SPECIAL MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
TO BE HELD June 12, 2018**

The special 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.

THIS IS A SPECIAL MEETING OF THE BOARD OF DIRECTORS CALLED IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54956. OTHER THAN THE LISTED AGENDA ITEMS, NO OTHER BUSINESS WILL BE CONDUCTED BY THE BOARD. THE PUBLIC IS INVITED TO ATTEND THE OPEN SESSION ITEMS. MEMBERS OF THE PUBLIC MAY COMMENT ON ANY ITEM ON THIS AGENDA. NO OTHER BUSINESS, OTHER THAN WHAT IS SET FORTH IN THE AGENDA, SHALL BE CONSIDERED BY THE BOARD.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

June 5, 2018

AS [SUBMITTED] [MODIFIED]

IV. PUBLIC FORUM

In accordance with Government Code Section 54954.3, every notice for a special meeting shall provide an opportunity for members of the public to directly address the legislative body concerning any item that has been described in the notice for the meeting before or during consideration of that item.

V. MATTERS BEFORE THE BOARD

A. GENERAL REPORTS:

- 1. Resolution No. R-311 (Pages 1 - 8)
Sewer Service Charges on Assessor Rolls – Public Hearing**

Description: Board to accept public comment and/or protest and consider adoption of Resolution No. R-311 to place the sewer service charges on the FY 2018/19 County Assessor’s Roll.

Staff Recommendation: That the Board adopt Resolution No. R-311.

- 2. Resolution No. R-312 (Pages 9 - 12)
Setting Appropriations Limits for FY 2018/19**

Description: The Board to review and consider adopting Resolution No. R-312 to establish the appropriations limit for FY 2018/19.

Staff Recommendation: That the Board adopt Resolution No. R-312.

3. Resolution No. R-313 (Pages 13 - 16)
Adoption of the FY 2018/19 Annual Budget

Description: The Board to review and consider adopting Resolution No. R-313 approving the Fiscal Year 2018/19 Budget for the Carpinteria Sanitary District.

Staff Recommendation: That the Board adopt Resolution No. R-313.

4. Santa Barbara LAFCO (Pages 17 - 20)
Ballot for Alternate Special District Member Election

Description: The Board to review and consider taking action on mailed ballot election for a SBLAFCO for the Alternate Special District Member position.

Staff Recommendation: Staff recommends that the Board review and take desired Board action on voting for the SBLAFCO vacancy.

5. Board Officer Appointment and Committee Assignments

Description: The Board to consider an officer appointment of newly seated Director Murphy. The Board President may consider reorganization of committee assignments.

Staff Recommendation: None. Board Decision.

6. Carpinteria Valley Recycled Water Program

Description: The Board will receive an update status report on the Carpinteria Valley Recycled Water Program being pursued in conjunction with the Carpinteria Valley Water District. Information on current activities and future tasks or milestones will be presented.

Staff Recommendation: That the Board review information and provide input and direction to staff as necessary.

VI. 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
- Standing Utilities Committee
- AD-Hoc Facilities Planning Committee

B. GENERAL ITEMS

1. SBCSDA (Santa Barbara – California Special Districts Association) Report
2. CSRMA Report
3. Board Member Vacation Dates
4. Future Agenda Items

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-314
Posting Date.....06/07/18

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
June 5, 2018**

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 **June 5, 2018**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California. The agenda notice for this meeting was posted in the front window of the administrative office of the Carpinteria Sanitary District and on the District's website at least 72 hours in advance of the meeting.

I. CALL TO ORDER

President Graf called the meeting to order at 5:30 p.m. and noted that all directors were present.

Directors Present: Lin Graf – President
 Mike Modugno – President Pro-Tem
 Mike Damron – Secretary
 Gerald Velasco – Treasurer
 Debbie Murphy

Staff Present: Craig Murray – General Manager
 Kim Garcia – Board Clerk

Legal Counsel
Present: Tony Trembley

Public Present: None

II. PLEDGE OF ALLEGIANCE

President Graf led those present in the Pledge of Allegiance.

III. BOARD APPROVAL OF AGENDA

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

IV. BOARD APPROVAL OF MINUTES OF THE MEETING OF May 15, 2018, 2018

Director Damron made a motion, seconded by Director Murphy that the Board approve the minutes of the May 15, 2018 Regular Board meeting as submitted. The motion carried by the following vote:

AYES:	5	Graf, Damron, Velasco, Modugno, Murphy
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

V. PUBLIC FORUM

None.

VI. MATTERS BEFORE THE BOARD

A. GENERAL REPORTS:

1. General Manager’s Status Report

General Manager reviewed his written report regarding the following items:

- Administration Building Replacement Project
- CVWD Recycled Water Workshop
- Operations Update

2. WWTP Protective Flood Wall Continuation of Emergency Action

General Manager reviewed his staff report related to the emergency condition of the apparent failure of the flood control system protecting the District’s wastewater treatment facility.

President Graf recessed the meeting for a walking tour of the WWTP protective floodwall at 5:45 p.m.

President Graf reconvened the meeting at 6:02 p.m.

After discussion, Director Velasco made a motion, seconded by Director Damron that the Board continue the emergency action as prescribed in Resolution No. R-306. The motion carried by the following roll call vote:

AYES:	5	Graf, Damron, Velasco, Modugno, Murphy
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

3. Change Order No. 3 to Cash Contract No. 437 – Blois Construction Plum/Pear Street Sewer Replacement Project

General Manager provided the Board with an overview of his staff report related to Change Order No. 3 to Cash Contract No. 437 with Blois Construction for the Plum/Pear Street Sewer Replacement Project.

If approved Change Order No. 3 to Cash Contract No. 437 would result in a credit to the District in the amount of \$5,862.58.

Director Damron made a motion, seconded by Director Modugno that the Board approve Change Order No. 3 to Cash Contract No. 437 with Blois Construction as presented. The motion carried by the following roll call vote:

AYES:	5	Graf, Damron, Velasco, Modugno, Murphy
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

4. FEMA Letter of Map Revision – Carpinteria Creek

General Manager reviewed his staff report related to the FEMA Letter of Map Revision (LOMR) issued April 30, 2018 with a scheduled effective date of September 14, 2018.

General Manager provided the Board with an update of a meeting held on May 25th with the City of Carpinteria. A Technical Memorandum from River Focus on behalf on the City of Carpinteria was attached for review.

No Board action was taken on this item.

5. 2018 General Election – Carpinteria Sanitary District

This item was on the agenda to provide the Board with an update of important dates regarding the upcoming election.

No Board action was taken on this item.

6. 2018 CASA Annual Conference

General Manager said this item was on the agenda to provide the Board with information related to the upcoming 2018 CASA Annual Conference.

No Board action was taken on this item.

7. Employment Contract – General Manager

Legal Counsel said the Board is receiving a copy of the form of employment agreement between the District and Craig Murray as the General Manager. The agreement was unchanged from what had been discussed by the negotiating parties and reviewed by the Board in a prior closed session.

Director Damron made a motion, seconded by Director Murphy that the Board approve the employment agreement with the General Manager, Craig Murray, dated June 5, 2016 as presented. The motion carried by the following vote:

AYES:	5	Graf, Damron, Velasco, Modugno, Murphy
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

8. Carpinteria Valley Recycled Water Program

General Manager said that this item was on the agenda as requested by the Board for the purpose of providing regular updates related to the Carpinteria Valley Recycled Water Program.

General Manager provided the Board with of an overview of the recycled water workshop held by the Carpinteria Valley Water District on May 30, 2018.

No Board action was taken on this item.

VII. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

Director Velasco reported on the meeting held May 21, 2018.

Standing Personnel Committee

None

Standing Public Relations Committee

None.

Standing Utilities Committee

None.

Ad-Hoc Facilities Planning Committee

None.

B. GENERAL ITEMS

SBCSDA (Santa Barbara California Special Districts Association) Report

None.

CSRMA Report

None.

Board Member Vacation Dates

Director Damron said he would be absent from both regularly scheduled July meetings.

Future Agenda Items

None.

VIII. ADJOURNMENT

There being no further items to discuss, President Graf adjourned the meeting at 6:44 p.m.

Lin Graf
President

Mike Modugno
President Pro-Tem

Michael Damron
Secretary

Gerald Velasco
Treasurer

Debbie Murphy



Carpinteria Sanitary District

Board of Directors Meeting

STAFF REPORT

TO: Board of Directors

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

SUBJECT: **Resolution No. R-311**
Sewer Service Charges on Assessor Rolls – Public Hearing

DATE: June 12, 2018

REQUESTED ACTION: Staff is requesting Board adoption of Resolution No. R-311. This resolution orders the filing with the County Auditor of the sewer service charges report for fiscal year 2018/19 to be placed on and collected by means of the County Tax Rolls.

BACKGROUND INFORMATION: The Board has set the hearing date of June 12, 2018 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 Section 6066, and direct mailing to all newly connected customers 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 1, 2018. This report includes the total sewer service charge fee for each parcel for FY 2018/19.

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 2018/2019 is \$62,564.38

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-311 – A Resolution Enabling the District to Place the Sewer Service Charges on the FY 2018/19 Tax Roll.
- Attachment C: Notice of Hearing
- Attachment D: New Connections in FY 2017/2018
- Attachment E: SSC Summary Report

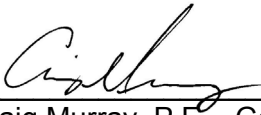
PROTEST PROVISIONS. The District provides public sewer service to 4,462 parcels. Therefore, written protest from 2,232 parcels is required to achieve a majority protest. Further details may be found on the procedure text.

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-311, thereby placing the sewer service charges on the FY 2018/19 Counties Assessor's Rolls.

SUGGESTED MOTION: I move that the Board adopt Resolution No. R-311, ordering the filing with both Santa Barbara and Ventura County Auditor a report of sewer service charges for FY 2018/19 to be placed on and collected by the Counties 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 2018/2019."

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

General Manager: Calls Roll.
Director Murphy, President Graf, Director Damron, Director Velasco

General Manager: "President Graf- there are four (4) 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 Secretary Damron. (Please pause and allow the General Manager to deliver the documents to Secretary Damron).

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)

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

	Should there be majority protest: <u>Note:</u> 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 <u>no</u> majority protest:
General Manager:	"President Graf, there are sufficient protests to prevent the placement of these charges on the County Rolls."	"President Graf, there is No Majority Protest."
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.)"	"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."
<u>Note:</u>	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.	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. President Graf _____ Director Murphy _____ Director Damron _____ Director Velasco _____ "President Graf, 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-311

**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 2018/2019 TO BE PLACED ON AND
COLLECTED BY MEANS OF THE COUNTY TAX ROLL**

WHEREAS, the Governing Board, via Ordinance No. 15, dated June 6, 2017, 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 in the County of Santa Barbara and County of Ventura; and

WHEREAS, all charges and assessments are in compliance with California Proposition 218; and

WHEREAS, pursuant to Section 5473.1 of the Health and Safety Code and Resolution No. R-310, dated May 15, 2018, a hearing on said report was set for 5:30 p.m. on the 12th day of June 2018 at the administrative office at 5300 Sixth Street, Carpinteria, California; and

WHEREAS, Health and Safety Code 5471(a) authorizes the Sewer Service Charges; and

WHEREAS, Health and Safety Code 5471(a) authorizes the District to levy Sewer Service Charges; and

WHEREAS, Health and Safety Code 5473 authorizes the Sewer Service Charge to be included on the tax roll; 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 1st day of August 2018 file or cause to be filed with the Auditor of the County of Santa Barbara and County of Ventura 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 and County of Ventura, 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. The District will defend, indemnify and hold harmless the County of Santa Barbara and County of Ventura from any challenge to the assessment.
7. That the hearing is hereby concluded.

PASSED AND ADOPTED by the Governing Board of the Carpinteria Sanitary District on the 12th day of June 2018 by the following vote to wit:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

Resolution No. R-311 was thereupon declared, carried, and adopted.

Dated this 12th day of June 2018.

We certify that the above is a true and correct copy of Resolution No. R-311, adopted by the Board of Directors of the Carpinteria Sanitary District on June 12, 2018.

APPROVED:

Lin Graf
President, Board of Directors

ATTEST:

Mike Damron
Secretary, Board of Directors

**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 12, 2018, 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 1, 2018. The report also sets for the charge proposed to be made for sewer services to each of said parcels for the fiscal year 2018/2019.

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 1, 2018, 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 15th day of May, 2018.

Lin Graf, President
Board of Directors
Carpinteria Sanitary District

Carpinteria Sanitary District

New Connections in 2017/2018

Prepared by: Hamid Hosseini

	APN	Address	Name & Mailing Address	Unit Increase (Decrease)	Current # of Units	Occupancy Date	Update #
1	004-105-016	4855 5th Street	City of Carpinteria, Community Garden	Non-Residential	1	1/25/2018	200
2	005-365-003	3111 Via Real	Tim & Beverly Ranger	1 Residential	1	3/26/2018	201
3	005-380-033	3003 Padaro Lane	Maurice Duca	1 Residential	1	10/18/2016	202
4	005-380-038	3001 Padaro Lane	Suzanne Duca	1 Residential	2	12/2/2016	203
5							
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17							
18							
19							
20							

Total New Connections 5

Carpinteria Sanitary District

SSC Summary for Fiscal Year 2018/2019

Prepared By: Hamid Hosseini

Use Type	No. of APNs	No. of Residential Units	Total SSC Revenue	Residential \$	Non-Residential \$
Residential	4,172	6,201	\$ 4,032,764.33	\$ 4,032,764.33	
Mixed Use	34	99	\$ 128,150.79	\$ 64,382.67	\$ 63,768.12
Non-Residential	256		\$ 1,059,990.07		\$ 1,059,990.07
Totals	4,462	6,300	\$ 5,220,905.19	\$ 4,097,147.00	\$ 1,123,758.19
				<u>78.5%</u>	<u>21.5%</u>

Residential Rates/ Year \$650.33
 Non-Residential Rates Based on Water Usage

Included Above:

Santa Barbara County Tax Roll	\$ 5,136,229.53	
Ventura County Tax Roll	\$ 22,111.28	An admin fee of \$2/parcel included
State of California	\$ 62,564.38	
Total SSC for 2018/19	<u><u>\$ 5,220,905.19</u></u>	



Carpinteria Sanitary District
Board of Directors Meeting

STAFF REPORT

TO: Board of Directors
FROM: Hamid Hosseini – Finance Director
SUBJECT: **Resolution No. R-312**
Setting Appropriations Limit for Fiscal Year 2018/19
DATE: June 12, 2018

REQUESTED ACTION: Adopt Resolution No. R-312 setting the appropriations limit for FY 2018/19.

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.

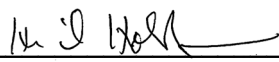
The District's appropriations limit for FY 2018/19 is \$4,127,925. The projected property tax revenue for this period is \$632,700, which is well within the established limit. Resolution No. R-312 formally adopts the appropriation limits in accordance with state law.

RECOMMENDATION: Staff recommends that the Board adopt Resolution No. R-312 setting the appropriation limit for FY 2018/19.

SUGGESTED MOTION: I move that the Board adopt Resolution No. R-312 as presented.

M _____ S _____

Ayes _____ Nays _____ Abstentions _____

Prepared By: 
Hamid Hosseini – Finance Director

Attachments: Resolution No. R-312
Appropriations Limit Calculation for FY 2018/2019

RESOLUTION NO. R-312

**RESOLUTION OF THE GOVERNING BOARD
OF THE CARPINTERIA SANITARY DISTRICT
ESTABLISHING THE APPROPRIATIONS LIMIT
FOR THE 2018/19 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 2018/19 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 2018/19 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 2018/19 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 2018/19 as established in accordance with Section 7902(a) of the California Government Code is \$4,127,925.

PASSED, APPROVED, AND ADOPTED at the special meeting of the Board of Directors of the Carpinteria Sanitary District held June 12, 2018, and carried by the following roll call vote:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

Resolution No. R-312 was thereupon declared, carried, and adopted.

Dated this 12th day of June 2018.

We certify that the above is a true and correct copy of Resolution No. R-312, adopted by the Board of Directors of the Carpinteria Sanitary District on June 12, 2018.

APPROVED:

Lin Graf
President, Board of Directors

ATTEST:

Mike Damron
Secretary, Board of Directors

	Description	FY 2017/18	FY 2018/19
A	Prior Year Appropriation Limit	\$ 3,778,816	\$ 3,947,901
B	Change in Calif. Per Capita Income	1.0369	1.0367
C	Change in District's Population	1.0036	1.0046
C1	Change in County Population	1.0076	1.0086
D	Multiplying Factor (Larger of C or C1 times B)	1.0448	1.0456
E	New Appropriation Limit	\$ 3,947,901	\$4,127,925
F	Property Tax Collected/ Estimate	\$ 602,000	\$ 632,700
G	Under Limit	\$3,345,301	\$3,495,225



Carpinteria Sanitary District
Board of Directors Meeting

STAFF REPORT

TO: Board of Directors

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

SUBJECT: **Resolution No. R-313**
Adoption of the FY 2018/19 Annual Budget

DATE: June 12, 2018

REQUESTED ACTION: It is requested that the Board review and consider adopting Resolution R-313 approving the Fiscal Year 2018/19 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 2018/19 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.

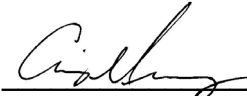
During FY 2018/19, the District will continue implementation of the Board approved Capital Improvement Program (CIP) which primarily addresses infrastructure and equipment needs at the treatment facility and within the wastewater collection system. Costs for an emergency repair to the floodwall protecting the wastewater treatment plant have been included, with corresponding revenue expected to be received from FEMA through an emergency response public assistance grant program. Resolution No. R-313 officially transfers necessary funds from the General Fund into the CIP Fund.

RECOMMENDATION: Staff recommends that the Board adopt the Fiscal Year 2018/19 Budget through adoption of Resolution No. R-313 as submitted (modified).

SUGGESTED MOTION: I move that the Board of Directors adopt Resolution R-313 adopting the Fiscal Year 2018/19 Budget as submitted (modified) with expenditures totaling \$5,808,322.

M _____ S _____

Ayes: _____ Nays: _____ Abstentions: _____

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

Attachments: Resolution R-313
Fiscal Year 2018/19 Budget (Presented Separately)

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RESOLUTION NO. R-313

RESOLUTION OF THE BOARD OF DIRECTORS OF CARPINTERIA SANITARY DISTRICT ADOPTING THE OPERATING AND CAPITAL BUDGET FOR THE FISCAL YEAR 2018/19 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 2018/19 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 2018/19.
2. That the amount designated in the final Fiscal Year 2018/19 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 \$1,990,000. 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 special meeting of the Board of Directors of the Carpinteria Sanitary District held June 12, 2018, and carried by the following roll call vote:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

Resolution No. R-313 was thereupon declared, carried, and adopted.

Dated this 12th day of June 2018.

We certify that the above is a true and correct copy of Resolution No. R-313, adopted by the Board of Directors of the Carpinteria Sanitary District on June 12, 2018.

APPROVED:

Lin Graf
President, Board of Directors

ATTEST:

Mike Damron
Secretary, Board of Directors



Carpinteria Sanitary District

Board of Directors Meeting

STAFF REPORT

TO: Board of Directors

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

SUBJECT: Santa Barbara LAFCO – Ballot for Alternate Special District Member Election

DATE: June 12, 2018

REQUESTED ACTION: That the Board review and consider taking action on mailed ballot election for a LAFCO Alternate Special District Member.

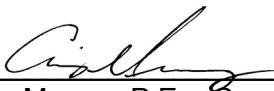
BACKGROUND: The attached June 1, 2018 correspondence from the Executive Officer of Santa Barbara LAFCO provides supporting information for this item. The Board may consider voting in the mailed ballot election for the Alternate Special District Member position on Santa Barbara LAFCO. There are two candidates (nominees) for this position as indicated on the Official Ballot. Information on each candidate is also provided for review. A mailed ballot election was necessary due to a lack of quorum at the Special District Selection Committee meeting in March.

RECOMMENDATION: Review and take desired Board action on voting for the Alternate Special District Member position on Santa Barbara LAFCO vacancy.

SUGGESTED MOTION: I move that the Board vote for _____ to fill the vacant Alternate Special District Member position on Santa Barbara LAFCO.

M _____ S _____

Ayes: _____ Nays: _____ Abstentions: _____

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

Attachments; 6/1/18 Letter from LAFCO with attachments

LAFCO

Santa Barbara Local Agency Formation Commission

105 East Anapamu Street ♦ Santa Barbara CA 93101

805/568-3391 ♦ FAX 805/568-2249

www.sblafco.org ♦ lafco@sblafco.org

June 1, 2018

TO: Presiding Officers of Independent Special Districts

Subject: Election of Alternate Special District Member to Santa Barbara LAFCO

SELECTION OF THE LAFCO ALTERNATE SPECIAL DISTRICT MEMBER

Since the March 26, 2018, meeting of the Independent Special District Selection Committee failed to achieve a quorum of its members, the LAFCO Executive Officer has determined that another meeting of the committee is not feasible and shall conduct the business of the committee by mail. The following matter is to be decided:

- 1) **Selection of the LAFCO Alternate Special District Member.** Since Alternate Special District Member Judith Ishkanian was the only nominee for the vacant Regular Special District seat, she was deemed appointed pursuant to Government Code Section 56332 (f)(2). Therefore, the Alternate Special District Member is now vacant, because of the lack of a quorum at the March 26, 2018 Independent Special District Selection Committee, there were no nominations from the floor. The term ends on March 1, 2020.
- 2) **Nominations by Majority of Independent Special Districts.** Nominations forms for the LAFCO Alternate Special District Member were mailed to all independent special districts in Santa Barbara County on April 19, 2018. The nomination period ended on May 25, 2018. At the close of the nomination period, there were two nominations as follows:

David Seymour, Director, Santa Ynez Community Services District
Ethan Bertrand, Director, Isla Vista Community Services District

Ballots for the Election LAFCO Alternate Special District Member should be submitted to the LAFCO Executive Officer, at the above address on the letterhead, faxed, or emailed **no later than 5:00 pm, July 6, 2018.** **BALLOTS ARE ATTACHED**

Local Agency Formation Commission
June 1, 2018
Page two

Who Can Vote: The Presiding Officer of each Independent Special District is authorized to vote for the Alternate Special District members on LAFCO. The legislative body of the district shall authorize the presiding officer to sign the official ballot. There is one vote per district. Members representing a majority of the eligible districts shall constitute a quorum, which is necessary for the selection committee to conduct this business.

Please contact the LAFCO office if you have any questions.

Sincerely,



PAUL HOOD
Executive Officer

INDEPENDENT SPECIAL DISTRICTS SELECTION COMMITTEE

Submit No Later than 5:00 pm, July 6, 2018

OFFICIAL BALLOT

Election of Alternate Special District Member on Santa Barbara LAFCO

Vote for one of the following **Alternate Special District Member** nominees:

<input type="checkbox"/>	David Seymour (Santa Ynez Community Services District)
<input type="checkbox"/>	Ethan Bertrand (Isla Vista Community Services District)
<input type="checkbox"/>	<hr/> Write in candidate

Name of Independent Special District

Signature of Voting Delegate

Print Name of Voting Delegate