

**CARPINTERIA**  
Sanitary District

5300 Sixth Street  
Carpinteria, CA 93013

Phone (805) 684-7214 · Fax (805) 684-7213

**Board of Directors**

Lin Graf, President  
Deborah Murphy  
Michael Damron  
Mike Modugno  
Gerald Velasco

**General Manager**

Craig M. Murray, P.E.

June 21, 2022

Mr. Lin Graf  
President  
Board of Directors  
Carpinteria Sanitary District

**Re: Letter of Transmittal - FY 2022/23 Annual Budget**

Submitted for your review is the proposed FY 2022/23 Annual Budget for the Carpinteria Sanitary District. This financial guideline projects the administrative, operating, maintenance, and capital improvement funding requirements for the upcoming fiscal year. Based upon projected revenues and beginning fund balances, adequate resources are available to fund the proposed appropriations and maintain fund balances at or near policy levels. Inflationary effects have been taken into consideration, as have projected staffing and resource levels necessary to carry out the District's budgetary goals and objectives.

During FY 2021/22, the District prepared a comprehensive Wastewater Rates and Fees Study. The study included a review of the District's financial plan, user classifications, and rate structure for the wastewater enterprise. The study also reviewed the District's revenue requirements to determine the appropriate level of revenue adjustment to maintain financial sufficiency and rate stability. Based on the findings, the District's Board of Directors authorized a series of 3% annual rate increases beginning in FY 2022/23 and continuing for the following four fiscal years.

For FY 2022/23, the sewer service charge for a single family residential unit will increase from \$731.55 to \$754.72 per year. Non-residential rates will increase proportionally.

Overall, in FY 2022/23 we expect aggregate revenues to decrease 3.5% and operating expenses to increase by 6.9% as compared to the prior fiscal year. The result being a projected debt ratio of 1.57, well above the minimum ratio of 1.25 required by a covenant of the District's outstanding municipal bonds. Revenues in excess of projected operating expenses will continue to fund a strategic capital improvement program and serve to maintain prudent fiscal reserves.

## REVENUE PROJECTION

Total revenues for FY 2022/23 are projected to be \$6,981,153 or \$255,326 less than the prior fiscal year projection. A summary of each revenue category is provided below:

**Sewer Service Charges (SSC)**. SSC revenue is expected to be \$6,206,223 in the coming fiscal year. This is an increase of 3.5% or \$211,245 from previous fiscal year totals and is the result of the aforementioned 3% rate increase and measurable growth within the District's customer base. Residential SSC revenue will make up 77.7% of the total, with the non-residential sector contributing 22.3%.

**Property Taxes**. The District receives 1% of the property tax increment collected by the Santa Barbara County Assessor for those parcels within the District's service area (with limited exceptions). Total assessed property values have continued to increase moderately in the past year and consequently the revenue from this source projected to be \$13,429 or 2.0% higher than what was projected for the previous fiscal year.

**Development Impact Fees (DIF)**. Development Impact Fee (DIF) revenue is variable and cannot be projected accurately on a year-to-year basis. Furthermore, because DIF revenue is restricted and may be used only for qualifying capital improvements, it is typically assumed to be zero for budgetary purposes. Based on the comprehensive rates and fees study, District Ordinance No. 16 was adopted to set the base DIF amount for the 2022/23 fiscal year. Commencing July 1<sup>st</sup> 2022, the DIF for a single dwelling unit will be \$6,230. This is an increase of approximately 28% or \$1,151 from the previous fiscal year. The non-residential DIF structure is based on equivalent dwelling units and will be increased proportionately.

**Other Revenues**. The District's other sources of revenue include interest income, permit and inspection fees, contract lab analysis fees, and other miscellaneous fees and charges. Interest income is projected to decrease as interest rates trend downward.

The District will continue to perform contract laboratory analysis for Cate School's wastewater recycling facility. The total projected revenue from this source for FY 2022/23 is \$20,075, representing no increase over the previous fiscal year.

The District has completed the permanent repair of the foundation supporting the floodwall along the eastern boundary of its wastewater treatment facility in response to damage incurred during the January 9, 2018 storm flow event in Carpinteria Creek. The repair has been approved for reimbursement funding from FEMA and CalOES at a rate of 96.5%. No revenue is projected for the 2022/23 fiscal year as work and invoice submittal was completed in the previous fiscal year.

## OPERATING EXPENSES

Overall operating expenses are expected to increase by 6.9% or \$299,450 over the prior fiscal year projection. A brief description of individual expense accounts is provided below.

**Personnel Expenses**. The overall salary and benefit costs for FY 2022/23 are projected to be \$230,500 or 8.3% higher than the prior fiscal year. This increase results from the net effect of a cost of living increase, merit increases and the addition of one full-time position within the organizational chart.

The Salary Matrix included in the budget document reflects a 4.3% increase from the prior fiscal year. The District Board of Directors typically follows adopted policy guidance that modifies base wage rates based on the Consumer Price Index (CPI) for Urban Wage Earner and Clerical Workers in the Los Angeles – Long Beach – Anaheim area as provided by the U.S. Bureau of Labor Standards (BLS).

The District's CalPERS retirement benefit will continue to be based on the 2% @ 55 Program for Classic Miscellaneous Member groups, with the District paying the employer and employee contribution. Employees hired after January 1, 2013 are enrolled under a different plan established pursuant to the Public Employees' Pension Reform Act (PEPRA). Under this retirement plan, the employee is responsible for his or her annual contribution to the plan. At this time, 25% of District staff members are enrolled under PEPRA. Overall, in FY 2022/23 the District's PERS contributions will increase \$35,500 or 6.8% from previous fiscal year.

The District will continue to participate in the California Risk Management Agency (CSRMA) pooled liability and workers compensation insurance programs. The workers compensation insurance premiums for FY 2022/23 are projected to stay flat. Rates are associated with an experience modification factor which is a direct reflection of plan usage. The CSRMA pool continues to be administered by Alliant Insurance Services.

**General Expenses.** General expenses, incurred in each department, include routine expenses such as training, office supplies, licenses and permits, mileage reimbursement and other recurrent items. The proposed budget for this account is \$350,900, which represents an increase of 3.8% or \$13,000 over the prior fiscal year.

**Environmental Monitoring.** This portion of the annual budget supports the quality control efforts required to monitor NPDES discharge permit parameters as well as to perform plant process control tests. The proposed budget is \$52,000, which represents no change from the prior fiscal year.

**Utilities.** The majority of this budget account is for electricity purchased from Southern California Edison (SCE). The budget for this category is \$215,100 or 4.6% of the total operating budget. This reflects a decrease of \$18,500 or 7.9% from the previous fiscal year estimate attributed to a rise in overall energy efficiency

**Biosolids Disposal.** The District contracts with Engel & Gray, Inc. for transporting and composting of biosolids. The current contract cost for hauling and processing is \$55.26 per ton plus a fuel surcharge that varies with a national fuel index. Based on sharply higher projected fuel costs, the budgeted is \$120,000 representing an increase of \$20,000 over the previous fiscal year.

**Supplies & Equipment.** This budget category includes costs for chemicals and related supplies used in the wastewater treatment plant and collection system. The budget for this category is \$238,500, or about 5.1% of the total operating budget. This is a decrease of \$18,000 or 7.0% from previous fiscal year.

**Repairs & Maintenance.** The budget projected for this category provides funding for all scheduled and unscheduled maintenance and repairs for District owned assets and equipment. The projected budget is \$325,300, or 7.0% of the total operating budget. This is a net increase of \$94,000 or 40.6% from the previous year's projection. Pandemic related supply chain issues have affected our ability to obtain replacement parts, instrumentation and other critical operational items. The budget for this category was increased for the purpose of acquiring a broader inventory of parts and equipment for maintenance or repair purposes.

**Professional Services.** Professional service costs in FY 2022/23 are projected to be \$277,500 or 6.0% of the overall budget. This represents a decrease of 7.8% or \$23,500 over the previous fiscal year budget. The substantial cost incurred for the rates and fees study in FY 2021/22 will not recur in the coming budget year.

**Other Expenses.** This account supports outside expenses, such as administration fees for property tax collections by the County of Santa Barbara, bond trustee administration fees, the District's pro-rata portion of Santa Barbara LAFCO's annual budget and costs associated with participation in the Integrated Regional Water Management Plan process. The District also continues to allocate \$50,000 to provide limited funding for a joint indirect potable reuse water recycling project being pursued with the Carpinteria Valley Water District. The total projected budget for this category of expenses is \$71,000 or 1.5% of the operating budget.

## **NON-OPERATING EXPENSES**

**Capital Improvement Projects.** The proposed budget for new Capital Improvement Program (CIP) projects in FY 2022/23 is \$1,155,000. Eight discrete projects or procurements are proposed. These projects will add to the list of ongoing or carryover projects, with a previously authorized aggregate total of \$6,102,000.

Detailed information on new and previously authorized CIP projects is presented in the budget document.

**Debt Service.** During the 2012/13 fiscal year, the District took advantage of a favorable interest rate environment and completed a refunding transaction for the outstanding 2003 Revenue Refinancing Bonds. The District Board concurrently authorized issuance of an additional \$4,500,000 in new municipal bonds to partially finance the Aerobic Digester Replacement Project. Currently, the District's 2012 Wastewater Revenue Bonds have an annual debt service obligation that is approximately \$1.1M.

To appropriately fund the Administration Building Replacement Project, the District obtained long term financing for the \$4.0M construction cost. The financing was successfully completed and a new debt service schedule was added to the budget document to reflect the annual payments.

The FY 2022/23 budget, as presented, results in a debt service ratio (revenue minus operating expenses divided by debt service obligation) of 1.57, which exceeds the minimum required ratio of 1.25.

## CASH POSITION

It is estimated that FY 2022/23 will start with a beginning combined cash and equivalent balance of about \$11,139,854 (General Fund, CIP Fund, DIF Fund, Section 115 Trust and Financing Revenue) and will end with a combined cash balance, after payment of projected operating and non-operating expenses, of about \$10,827,211. A higher balance may exist at the end of FY 2022/23 depending on the status of authorized capital improvement projects.

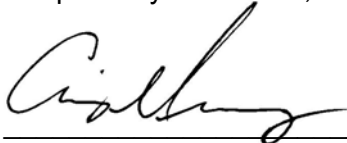
## A LOOK INTO THE FUTURE

The District's priorities continue to emphasize the long and short-term improvements to the wastewater collection system. CIP implementation will continue to be a top priority for the District for the next five years and beyond. In the coming year, the District's focus will be on execution and completion of capital projects that have been authorized by the Board to date.

The District continues to work diligently to control costs, and we have developed a lean operating budget for FY 2022/23. Staff will strive to stay within the budget, and while it is always our goal to operate efficiently, it is important to make appropriate investments in maintenance and equipment renewal to ensure the community has a safe and reliable wastewater treatment and disposal system.

Sincere thanks are expressed to District staff for their assistance and common sense approach in the development of this year's budget. It could not be done without them.

Respectfully Submitted,



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Craig M. Murray, P.E.  
General Manager

Enclosures:      1. Resolution No. R-358  
                         2. Fiscal Year 2022/23 Budget

# Carpinteria Sanitary District

## FISCAL YEAR 2022/23 BUDGET



### BOARD OF DIRECTORS

Lin Graf— President

Mike Modugno — President Pro-Tem

Deborah Murphy — Treasurer

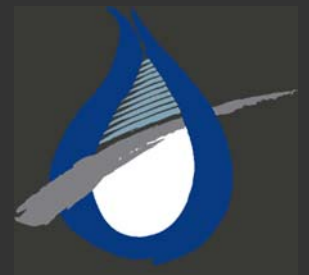
Michael Damron — Secretary

Gerald Velasco — Secretary Pro-Tem

### DISTRICT STAFF

Craig Murray, P.E.— General Manager

Kim Garcia — District Administrator



## DISTRICT BOARD OF DIRECTORS AND STAFF

### BOARD OF DIRECTORS

Lin Graf	President
Mike Modugno	President Pro Tem
Michael Damron	Secretary
Gerald Velasco	Secretary Pro Tem
Deborah Murphy	Treasurer

The District Board of Directors meets on the first and third Tuesday of each month at 5:30 p.m. in the District's Administrative Offices located at 5300 Sixth Street, Carpinteria, CA 93013.

### COMMITTEES

#### **Finance Committee**

Debbie Murphy	Chairperson
Mike Modugno	Member

#### **Joint Utilities Committee**

Lin Graf	Member
Mike Modugno	Member

#### **Public Relations Committee**

Gerald Velasco	Chairperson
Lin Graf	Member

#### **Coastal District's Financing Authority**

Lin Graf	Member
Mike Modugno	Member

#### **Personnel Committee**

Michael Damron	Chairperson
Gerald Velasco	Member

The Finance Committee generally meets on the third Monday of each month at 8:30 am at the Administration office. The Personnel, Public Relations, Local Utilities and Coastal District's Financing Authority Committees do not have a set meeting schedule, but rather meet on an as-needed basis. All committee meetings are noticed as special or regular meetings in accordance with the Ralph M. Brown Act.

### DISTRICT SUPPORT STAFF

Craig Murray, P.E.	General Manager
Mark Bennett	Operations Manager
Kim Garcia	District Administrator

#### Legal Counsel

Hensley Law Group, Karl H. Berger

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## BUDGET MESSAGE

This section provides the reader a comprehensive overview of the District's proposed annual budget for the 2022/23 fiscal year. The budget has been developed to uphold the main tenet of providing the users of the wastewater system the most environmentally sound and cost-effective method of collecting and treating wastewater, regardless of the demands placed upon the system. The budget has been prepared with continued focus on achieving the desired outcomes stated in its mission, goals and objectives as outlined below.

### District Mission

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

### Budget Goals

The primary goals of the District, which are the basis for establishing the annual operating and capital budgets, include:

- Ensure that the collection and treatment systems remain reliable regardless of climatic, political and economic conditions.
- Ensure that the system collects, treats and disposes of wastewater effectively without endangering public health or the environment and within the limits of all discharge permits.
- Ensure that the system has ample hydraulic capacity to handle the demands placed upon it.
- Recruit, develop and maintain a highly qualified, professional staff that can be relied upon to operate and upkeep critical facilities to the highest standards of our industry.
- Implement critical capital facility upgrades and improvements in a strategic manner to maximize overall system performance on a long-term basis.
- Continually undertake planning and preparation for future advancements in treatment technology and beneficial reuse or recycling of available resources.
- Responsibly fund future pension liabilities for District employees and retirees by setting aside allocations to address unfunded actuarial liability projections.
- Continuously improve District operations by increasing efficiency through innovation and technology.

## Budget Objectives

The District's budgeting objectives remain focused in three major areas: reliability, effectiveness and capacity. The District continues to pursue these goals in the most efficient manner possible. We are maintaining operational cost control measures in place to keep expenditures as low as practicable. Objectives for the 2022/23 fiscal year are summarized below.

### RELIABILITY

- Enhance the asset based management program through full utilization of the District's computerized maintenance management system across all disciplines and departments.
- Continue a systematic program for the pro-active replacement of high maintenance and obsolete equipment determined through the District's asset management program.
- Invest in repair and maintenance parts, equipment, and instrumentation that has proven to be difficult to source in a timely manner during the pandemic in order to ensure immediate availability as needed.
- Continue employee training programs for the maintenance and operations staff to ensure cost-effective equipment protection. The utilization of in-house staff enhances staff morale while reducing system downtime.
- Update and implement the District's Sewer System Management Plan (SSMP) and use data from comprehensive collection system cleaning and CCTV inspection program to optimize maintenance activities and plan rehabilitation and replacement projects.
- Continue to refine the Board adopted multi-year capital improvement plan to ensure system upgrades and expansions are consistent with customer demand and State and Federal regulations.
- Continue developing technologies for real-time system monitoring in both the treatment facility and the collection system that will provide immediate notification to District staff in the event of abnormal conditions.
- Continued focus on establishing process and equipment redundancy for critical components of the facility.
- Proactively address cyber risks through implementation of cybersecurity measures designed to protect the District's computer network and hardware systems.

### EFFECTIVENESS

- Continue enforcement of the Industrial Source Control Program and Fats, Oil and Grease (FOG) Control Program, which serve as the primary methods to reduce the introduction of toxic or harmful substances into the wastewater system which may negatively impact the system, its personnel, or the treatment process.

- Continue the training program for operations personnel to ensure uniform process control and NPDES permit compliance.
- Continue the current biosolids recycling program that provides for reliable beneficial reuse of biosolids within Santa Barbara County in compliance with all applicable State and Federal regulations.
- Explore new biosolids management opportunities that may reduce the overall carbon footprint or achieve a higher level of beneficial resource recovery and reuse.
- Provide the customer with courteous and professional service, with accurate information and facts, and with a public education awareness program on proper sewer usage and hazardous waste disposal alternatives.
- Participate and contribute to professional industry organizations in order to advance the regulatory framework for wastewater management in California and to ensure that District staff has the knowledge and resources to continually improve system operations.
- Continue expansion and refinement of outreach efforts to customers and the general public to communicate the District's mission and how we effectively spend ratepayer dollars to protect water quality, public health and the environment.
- Continue to implement meaningful energy efficiency projects reducing our overall demand on natural resources and pursue energy independence opportunities to the extent practicable.
- Work jointly with the Carpinteria Valley Water District on an indirect potable reuse water recycling program that will provide the community with a reliable, drought-proof source of water for the future.

### **CAPACITY**

- Continue to refine the treatment process through the investigation of alternative processes, operator training and upgraded state of the art equipment.
- Strengthen the provisions of the sewer use ordinance, where needed, to minimize undesirable infiltration and inflow to the sewer collection system.
- Continue the sewer main, interceptor and manhole cleaning program to remove built up deposits of debris, grease and roots.
- Continue implementation and development of a comprehensive lateral inventory and inspection program with strategic planning for lower lateral maintenance, rehabilitation and replacement as necessary.
- Systematically implement sewer main and lower lateral rehabilitation projects for aging infrastructure in order to minimize infiltration and root intrusion in the collection system.

## Current Year Highlights

- **Administration Building Replacement Project.** Construction of the District's new administration building is nearing completion. Pandemic related supply chain issues contributed to minor delays and final closeout of the project is now expected to occur in the first quarter of FY 2022/23. To fund this major capital upgrade, the District undertook a public financing process that involved competitive solicitation of credit proposals from multiple, qualified financial institutions. The District ultimately entered into a \$4M private placement loan agreement with JPMorgan Chase Bank, N.A. The Schedule for Loan Repayment is provided in this budget document and the debt service obligations have been incorporated into the Budget Snapshot and Pro-Forma for FY 2022/23.
- **Hyperinflation and Supply Challenges.** As we transition into FY 2022/23 the cost of materials, equipment and goods is escalating dramatically. Annualized inflation has trended above 8% over the past several months. Labor markets are also severely stressed. Significant increases in the cost of fuel and bulk chemicals are unavoidable in the current environment, and anything requiring transport or hauling will have associated price escalation. For example, the unit cost per ton for hauling and composting biosolids has a contractual surcharge factor based on the price of diesel fuel and we have seen pricing jump more than 60% in the past six months. The cost for other necessary services, from property insurance coverage to janitorial service, have increased as well. While we hope that this inflation is short term, District staff will be focusing specifically on ways to reduce the fiscal impacts from this global event. Our approach will be strategic, with priority given to ensuring system reliability and compliance at all times.
- **Transition to District Based Elections.** In response to a notice alleging that the District's at-large system of elections for Board of Director seats is in violation of the California Voting Rights Act, we will undertake a process to transition to district based (or by-district) elections in the coming fiscal year. Although there is no evidence to suggest that District elections have in any way abridged the rights of any members of a protective class, and contrarily it is possible that district based elections will actually limit the ability for minority voters to elect representative of their choice, the District will pursue the transition to avoid substantial litigation costs. Legal and expert fees will be incurred in FY 2022/23 to implement the change, and actual election costs are expected to increase dramatically in future years.
- **Carpinteria Advanced Purification Project (CAPP).** The District continues to work in partnership with the Carpinteria Valley Water District (CVWD) on development of an indirect potable use project. The project is scheduled to move into the final design phase in FY 2022/23 and could accelerate if the agencies are successful in obtaining grant funding to support project construction. However, CAPP is intended as a water supply project primarily and CVWD is expected to fund implementation and future operations. As such, the District's budget does not include significant revenue or expenses related to CAPP.

## DISTRICT PROFILE

### About the District

The Carpinteria Sanitary District is an independent special district, which provides wastewater collection, treatment, and disposal services to the residents and businesses of the City of Carpinteria and surrounding unincorporated areas in the Carpinteria Valley

Independent special districts are voted into existence by the citizens they serve and are sanctioned under California law to perform specific local government functions within certain boundaries. The District was formed in 1928 pursuant to the Sanitary District Act of 1923. It derives its authority in the California Health and Safety Code (Sections 6400-6830).

### Location

Carpinteria is a coastal community located in southeastern Santa Barbara County, 12 miles east of Santa Barbara and 19 miles northwest of Ventura. It is home to approximately 13,500 residents and welcomes a large visiting community.

### History

The Carpinteria Sanitary District was formed in 1928 to provide wastewater collection and disposal to area residents. During the 1930's and 40's wastewater was collected and discharged to the ocean without the benefit of treatment. It was during this period that the bulk of the sewer system serving the downtown area was constructed.

The District's first wastewater treatment plant, designed to treat 500,000 gallons per day, was completed and put into operation in 1951. Treated effluent was discharged directly into the Pacific Ocean via an 18" outfall pipe which ran along the eastern bank of Carpinteria Creek.

Over time, the District's wastewater collection has been expanded to serve the community's needs. The system currently consists of approximately 42 linear miles of sewer pipeline ranging from 6" to 24" in diameter. The District also owns and operates eight sewage pump stations that are necessary to convey flow to the wastewater treatment plant. Currently the District provides service to approximately 13,500 people and has approximately 4,500 user accounts

### Government Structure

The District is governed by a five member Board of Directors who serve four year terms. The Directors are elected on an at-large basis by registered voters living within the District's service area.

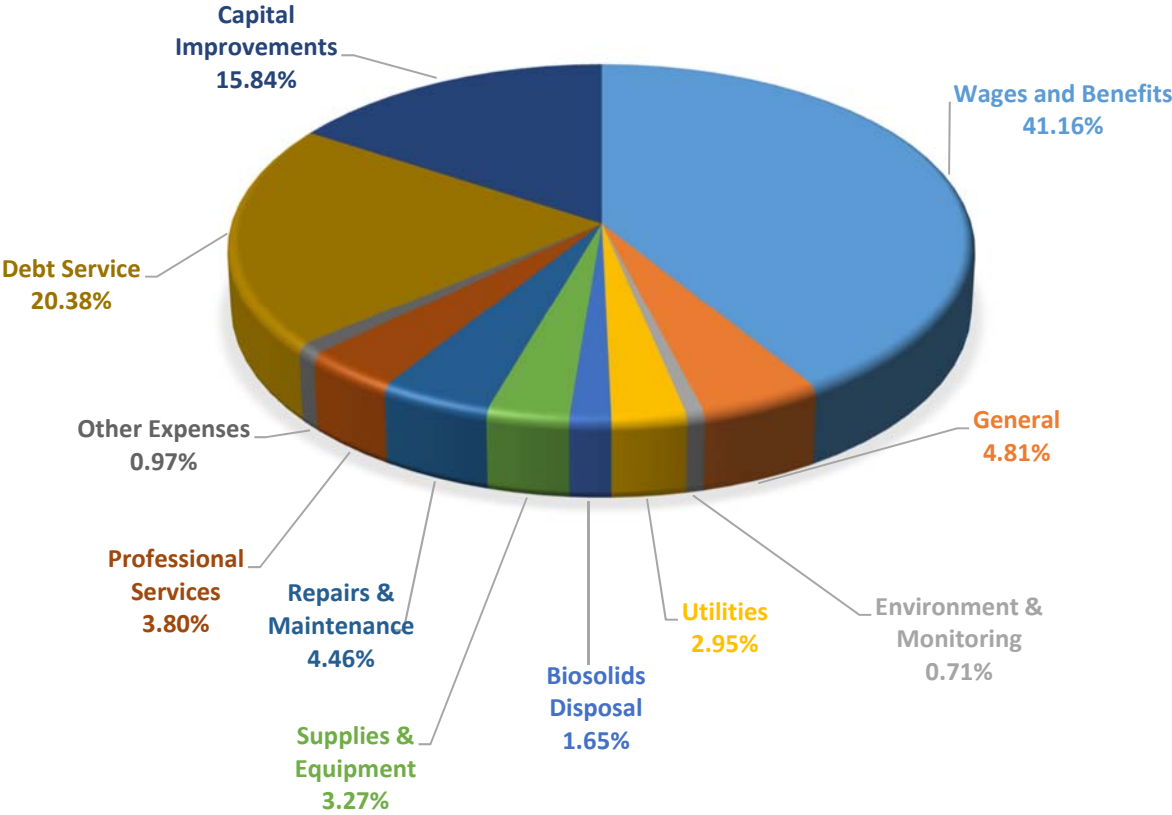
## BUDGET SUMMARY

The remainder of this section contains figures and financial data in spreadsheet format that summarize the proposed FY 2022/23 budget, as follows:

- **Budget Snapshot** – brief overview of the proposed FY 2022/23 budget
- **Expense Summary Chart** – graphical presentation of projected expenses
- **Pro-Forma Statement** – historical comparison of proposed FY 2022/23 budget
- **Debt Service Schedule** – bond repayment schedule through 2042 maturation
- **Schedule of Loan Repayment** – Administration Building financing schedule
- **Organization Chart** – proposed District staffing and structure for FY 2022/23

<b>CARPINTERIA SANITARY DISTRICT BUDGET SNAPSHOT</b>				
	<b>BUDGET 2021/22</b>	<b>BUDGET 2022/23</b>	<b>BUDGET Inc/(Dec)</b>	<b>CHANGE %</b>
<b>REVENUES</b>				
Sewer Service Charges (SSC)	5,994,978	6,206,223	211,245	3.5%
Property Taxes	671,426	684,855	13,429	2.0%
Interest Income	30,000	50,000	20,000	66.7%
Development Impact Fees (DIF)	-	-	-	0.0%
Other Fees and Income	20,000	20,000	-	0.0%
Contract Lab Analysis	20,075	20,075	-	0.0%
Other Sources of Cash/Grants & Dedications	500,000	-	(500,000)	(100.0%)
<b>Total Gross Revenues</b>	<b>7,236,479</b>	<b>6,981,153</b>	<b>(255,326)</b>	<b>(3.5%)</b>
<b>EXPENSES</b>				
<b>Operating Expenses</b>				
Wages	1,753,500	1,895,500	142,000	8.1%
Benefits	1,017,900	1,106,400	88,500	8.7%
General	337,900	350,900	13,000	3.8%
Environment & Monitoring	52,000	52,000	-	0.0%
Utilities	233,600	215,100	(18,500)	(7.9%)
Biosolids Disposal	100,000	120,000	20,000	20.0%
Supplies & Equipment	256,500	238,500	(18,000)	(7.0%)
Repairs & Maintenance	231,300	325,300	94,000	40.6%
Professional Services	301,000	277,500	(23,500)	(7.8%)
Other Expenses	69,050	71,000	1,950	2.8%
<b>Total Operating Expenses</b>	<b>4,352,750</b>	<b>4,652,200</b>	<b>299,450</b>	<b>6.9%</b>
<b>Non-Operating Expense</b>				
Debt Service	1,181,863	1,181,938	75	0.0%
Admin Building Financing Fund	304,248	304,658	410	0.1%
Capital Improvements - Carry Over <sup>(1)</sup>		6,102,000		
Capital Improvements	7,720,000	1,155,000	(463,000)	(6.0%)
<b>Total Non-Operating Expenses <sup>(2)</sup></b>	<b>9,206,111</b>	<b>2,641,596</b>	<b>(462,515)</b>	<b>(5.0%)</b>
<b>Total Uses of Cash</b>	<b>13,558,861</b>	<b>7,293,796</b>		
<b>Surplus (Deficit) for the Year</b>	<b>(6,322,382)</b>	<b>(312,643)</b>		
<b>Estimate Year End Cash Balance</b>	<b>\$7,806,596</b>	<b>\$12,213,048</b>		
<small>(1) Capital Improvements - Carry Over funds have been approved in prior years budget and therefore not calculated into the current Fiscal Year Total Non-Operating Expense</small>				
<small>(2) Estimate Year End Cash Balance total excludes any Capital Improvements - Carry Over funds</small>				

**SUMMARY OF EXPENDITURES  
BY CATEGORY  
FY 2022/23**





**CARPINTERIA SANITARY DISTRICT**  
**PROFORMA STATEMENT**

Description	Actual Audited	Budget	Projected	Budget	Projected			
	2020/21	2021/22	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Revenue</b>								
Sewer Service Charge	\$ 5,477,437	\$ 5,994,978	\$ 5,776,833	\$ 6,206,223	6,392,410	6,584,182	6,781,707	6,985,159
Property Taxes	699,158	671,426	661,248	684,855	698,552	712,523	726,773	741,309
Interest Income	207,232	30,000	50,000	50,000	52,500	55,125	57,881	60,775
Development Impact Fees (DIF)	34,265	-	0	0	0	0	0	0
Other Fees and Income	5,731	20,000	18,000	20,000	20,000	20,000	20,000	20,000
Contract Lab Analysis	18,000	20,075	18,000	20,075	20,075	20,075	20,075	20,075
Other Source of Cash/Grant	53,656	500,000	1,385,837	0	0	0	0	0
<b>Total Revenue</b>	<b>6,495,479</b>	<b>7,236,479</b>	<b>7,909,918</b>	<b>6,981,153</b>	<b>7,183,536</b>	<b>7,391,905</b>	<b>7,606,437</b>	<b>7,827,318</b>
<b>Expenses</b>								
Wages	1,558,086	1,753,500	1,779,776	1,895,500	1,990,275	2,089,789	2,194,278	2,303,992
Benefits	1,517,973	1,017,900	1,076,532	1,106,400	1,161,720	1,219,806	1,280,796	1,344,836
General Operating Expenses	190,078	337,900	331,477	350,900	361,427	372,270	383,438	394,941
Environmental Monitoring	42,661	52,000	47,891	52,000	53,560	55,167	56,822	58,526
Utilities	203,067	233,600	167,033	215,100	225,855	237,148	249,005	261,455
Sludge Disposal	91,280	100,000	125,919	120,000	123,600	127,308	131,127	135,061
Supplies and Equipment	177,669	256,500	167,666	238,500	245,655	253,025	260,615	268,434
Repairs and Maintenance	222,081	231,300	218,969	325,300	338,312	351,844	365,918	380,555
Professional Services	127,780	301,000	193,856	277,500	291,375	305,944	321,241	337,303
Other Expenses	29,887	69,050	8,706	71,000	73,130	75,324	77,584	79,911
<b>Total Operating Expenses</b>	<b>4,160,562</b>	<b>4,352,750</b>	<b>4,117,825</b>	<b>4,652,200</b>	<b>4,864,909</b>	<b>5,087,624</b>	<b>5,320,825</b>	<b>5,565,015</b>
O & M Increase (Decrease) %			-1.0%	6.9%	4.6%	4.6%	4.6%	4.6%
Scheduled Installment Payment - Bond	1,181,306	1,181,863	1,181,863	1,181,938	1,181,938	1,180,563	1,181,813	1,180,563
Scheduled Installment Payment - Admin		304,248	304,248	304,658	304,375	304,021	304,587	304,073
CIP-Previously Authorized/Carry Over(1)				6,102,000				
CIP - Current Year	1,115,634	7,720,000	3,909,268	1,155,000	1,766,490	1,139,050	1,170,400	1,138,500
<b>Total Non-Operating Expenses</b>	<b>2,296,940</b>	<b>9,206,111</b>	<b>5,395,378</b>	<b>2,641,596</b>	<b>3,252,802</b>	<b>2,623,633</b>	<b>2,656,799</b>	<b>2,623,136</b>
<b>Surplus (Deficit) for the Year</b>	<b>37,977</b>	<b>(6,322,382)</b>	<b>(1,603,286)</b>	<b>(312,643)</b>	<b>(629,800)</b>	<b>(15,332)</b>	<b>(66,600)</b>	<b>(56,760)</b>
Admin Building Financing Fund	4,000,000							
Debt Services Ratio (>1.25%)	<b>1.89</b>	<b>2.00</b>	<b>2.02</b>	<b>1.57</b>	<b>1.56</b>	<b>1.55</b>	<b>1.54</b>	<b>1.52</b>
<b>Projected Year End Cash Balance (2)</b>	<b>\$ 14,128,977</b>	<b>\$ 7,806,596</b>	<b>\$ 12,525,691</b>	<b>\$ 12,213,048</b>	<b>\$ 11,895,891</b>	<b>\$ 11,880,560</b>	<b>\$ 11,813,959</b>	<b>\$ 11,757,199</b>

(1) Capital Improvements - Carry Over funds have been approved in prior years budget and therefore not calculated into the current Fiscal Year Total Non-Operating Expense

(2) Projected Year End Cash Balance total excludes any Capital Improvements - Carry Over funds

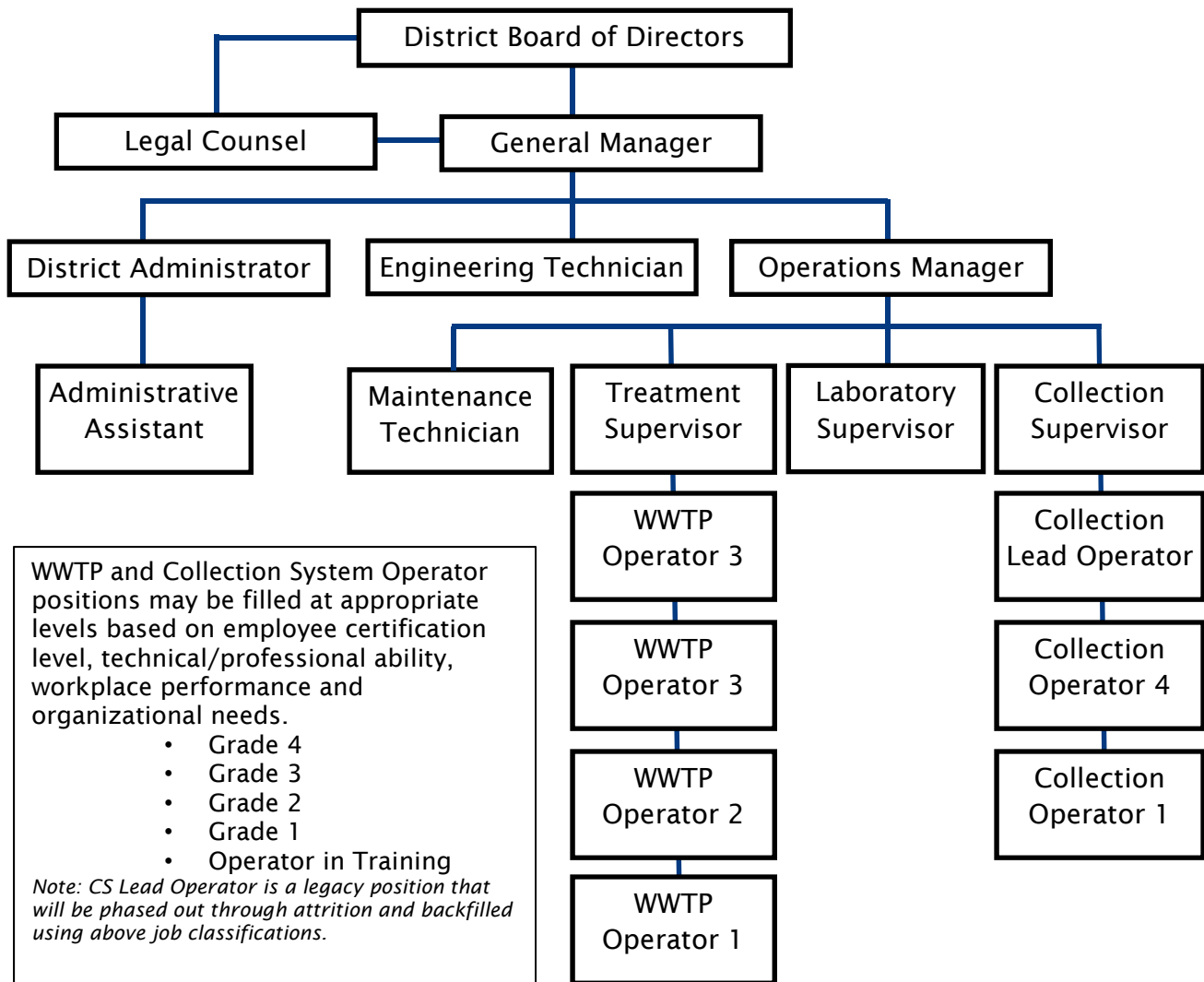
CARPINTERIA SANITARY DISTRICT				
2012 WASTEWATER REVENUE BONDS - DEBT SERVICE SCHEDULE				
Date	Principal	Interest	Semiannual Total	Fiscal Total
8/1/2013	\$ 565,000.00	\$ 356,466.52	\$ 921,466.52	
2/1/2014		266,231.25	266,231.25	1,187,697.77
8/1/2014	670,000.00	266,231.25	936,231.25	
2/1/2015		256,181.25	256,181.25	1,192,412.50
8/1/2015	690,000.00	256,181.25	946,181.25	
2/1/2016		242,381.25	242,381.25	1,188,562.50
8/1/2016	715,000.00	242,381.25	957,381.25	
2/1/2017		228,081.25	228,081.25	1,185,462.50
8/1/2017	745,000.00	228,081.25	973,081.25	
2/1/2018		213,181.25	213,181.25	1,186,262.50
8/1/2018	775,000.00	213,181.25	988,181.25	
2/1/2019		197,681.25	197,681.25	1,185,862.50
8/1/2019	800,000.00	197,681.25	997,681.25	
2/1/2020		183,681.25	183,681.25	1,181,362.50
8/1/2020	830,000.00	183,681.25	1,013,681.25	
2/1/2021		167,081.25	167,081.25	1,180,762.50
8/1/2021	865,000.00	167,081.25	1,032,081.25	
2/1/2022		149,781.25	149,781.25	1,181,862.50
<b>8/1/2022</b>	<b>905,000.00</b>	<b>149,781.25</b>	<b>1,054,781.25</b>	
<b>2/1/2023</b>		<b>127,156.25</b>	<b>127,156.25</b>	<b>1,181,937.50</b>
8/1/2023	950,000.00	127,156.25	1,077,156.25	
2/1/2024		103,406.25	103,406.25	1,180,562.50
8/1/2024	1,000,000.00	103,406.25	1,103,406.25	
2/1/2025		78,406.25	78,406.25	1,181,812.50
8/1/2025	1,050,000.00	78,406.25	1,128,406.25	
2/1/2026		52,156.25	52,156.25	1,180,562.50
8/1/2026	135,000.00	52,156.25	187,156.25	
2/1/2027		49,456.25	49,456.25	236,612.50
8/1/2027	145,000.00	49,456.25	194,456.25	
2/1/2028		46,556.25	46,556.25	241,012.50
8/1/2028	150,000.00	46,556.25	196,556.25	
2/1/2029		44,306.25	44,306.25	240,862.50
8/1/2029	150,000.00	44,306.25	194,306.25	
2/1/2030		42,056.25	42,056.25	236,362.50
8/1/2030	155,000.00	42,056.25	197,056.25	
2/1/2031		39,731.25	39,731.25	236,787.50
8/1/2031	160,000.00	39,731.25	199,731.25	
2/1/2032		37,331.25	37,331.25	237,062.50
8/1/2032	165,000.00	37,331.25	202,331.25	
2/1/2033		34,356.25	34,356.25	236,687.50
8/1/2033	170,000.00	34,856.25	204,856.25	
2/1/2034		32,200.00	32,200.00	237,056.25
8/1/2034	175,000.00	32,200.00	207,200.00	
2/1/2035		29,137.50	29,137.50	236,337.50
8/1/2035	185,000.00	29,137.50	214,137.50	
2/1/2036		25,900.00	25,900.00	240,037.50
8/1/2036	190,000.00	25,900.00	215,900.00	
2/1/2037		22,575.00	22,575.00	238,475.00
8/1/2037	195,000.00	22,575.00	217,575.00	
2/1/2038		19,162.50	19,162.50	236,737.50
8/1/2038	205,000.00	19,162.50	224,162.50	
2/1/2039		15,575.00	15,575.00	239,737.50
8/1/2039	210,000.00	15,575.00	225,575.00	
2/1/2040		11,900.00	11,900.00	237,475.00
8/1/2040	220,000.00	11,900.00	231,900.00	
2/1/2041		8,050.00	8,050.00	239,950.00
8/1/2041	225,000.00	8,050.00	233,050.00	
2/1/2042		4,112.50	4,112.50	237,162.50
8/1/2042	235,000.00	4,112.50	239,112.50	239,112.50
<b>Totals</b>	<b>\$ 13,630,000.00</b>	<b>\$ 5,812,591.52</b>	<b>\$ 19,442,591.52</b>	<b>\$ 19,442,591.52</b>

Source: Official Statement-Carpinteria Sanitary District 2012 Wastewater Revenue Bonds

CARPINTERIA SANITARY DISTRICT					
ADMIN BUILDING REPLACEMENT - SCHEDULE OF LOAN REPAYMENT					
Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service
8/1/2021	\$ 227,000.00	1.77%	\$ 43,856.67	\$ 270,856.67	
2/1/2022			33,391.05	33,391.05	
6/30/2022					304,247.72
8/1/2022	240,000.00	1.77%	33,391.05	273,391.05	
2/1/2023			31,267.05	31,267.05	
6/30/2023					304,658.10
8/1/2023	244,000.00	1.77%	31,267.05	275,267.05	
2/1/2024			29,107.65	29,107.65	
6/30/2024					304,374.70
8/1/2024	248,000.00	1.77%	29,107.65	277,107.65	
2/1/2025			26,912.85	26,912.85	
6/30/2025					304,020.50
8/1/2025	253,000.00	1.77%	26,912.85	279,912.85	
2/1/2026			24,673.80	24,673.80	
6/30/2026					304,586.65
8/1/2026	257,000.00	1.77%	24,673.80	281,673.80	
2/1/2027			22,399.35	22,399.35	
6/30/2027					304,073.15
8/1/2027	262,000.00	1.77%	22,399.35	284,399.35	
2/1/2028			20,080.65	20,080.65	
6/30/2028					304,480.00
8/1/2028	266,000.00	1.77%	20,080.65	286,080.65	
2/1/2029			17,726.55	17,726.55	
6/30/2029					303,807.20
8/1/2029	271,000.00	1.77%	17,726.55	288,726.55	
2/1/2030			15,328.20	15,328.20	
6/30/2030					304,054.75
8/1/2030	276,000.00	1.77%	15,328.20	291,328.20	
2/1/2031			12,885.60	12,885.60	
6/30/2031					304,213.80
8/1/2031	281,000.00	1.77%	12,885.60	293,885.60	
2/1/2031			10,398.75	10,398.75	
6/30/2032					304,284.35
8/1/2032	286,000.00	1.77%	10,398.75	296,398.75	
2/1/2033			7,867.65	7,867.65	
6/30/2033					304,266.40
8/1/2033	291,000.00	1.77%	7,867.65	298,867.65	
2/1/2034			5,292.30	5,292.30	
6/30/2034					304,159.95
8/1/2034	296,000.00	1.77%	5,292.30	301,292.30	
2/1/2035			2,672.70	2,672.70	
6/30/2035					303,965.00
8/1/2035	302,000.00	1.77%	2,672.70	304,672.70	
6/30/2036					304,672.70
Totals	\$ 4,000,000.00		\$ 563,864.97	\$ 4,563,864.97	\$ 4,563,864.97

Source: Detailed Bond Debt Service, prepared by DBC Finance

# CARPINTERIA SANITARY DISTRICT ORGANIZATIONAL CHART FY 2022/23



## REVENUE PROJECTION

### Revenue Policy

The Carpinteria Sanitary District must collect sufficient funds to maintain a prudent and balanced budget based on projected operational and capital expenses, while maintaining, at a minimum, a required debt service coverage ratio of 1.25.

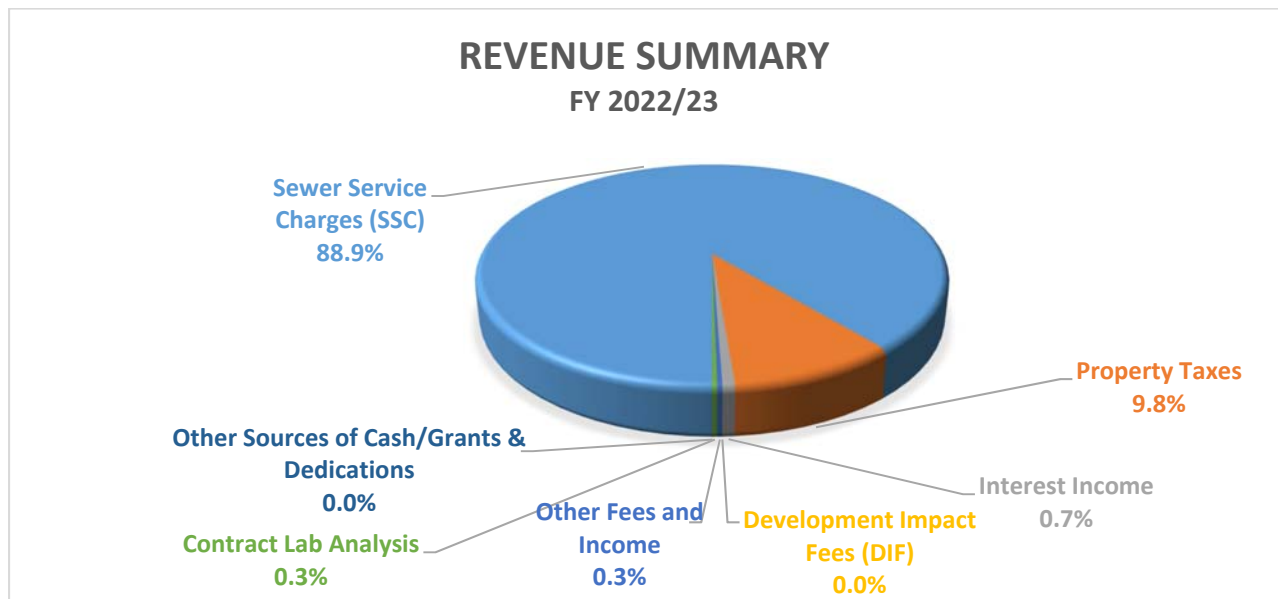
The revenue projection for the coming fiscal year will be sufficient to support the District's operating costs and also to fund a portion of planned capital expenses. The following pages provide detailed revenue projections by account. A history of the District's residential sewer service charges is also provided, with a comparison against charges for other local wastewater agencies

### Sources of Revenue

The Carpinteria Sanitary District's sources of revenue are:

- Sewer Service Charges (SSC)
- Property Taxes
- Interest Income
- Development Impact Fees (DIF)
- Other Fees and Income
- Contract Lab Analysis
- Other Sources of Cash/Grant

Sewer service charges make up 88.9% of the District's total revenue. The following figure shows a percentage breakdown of projected revenue for the 2022/23 fiscal year by source.



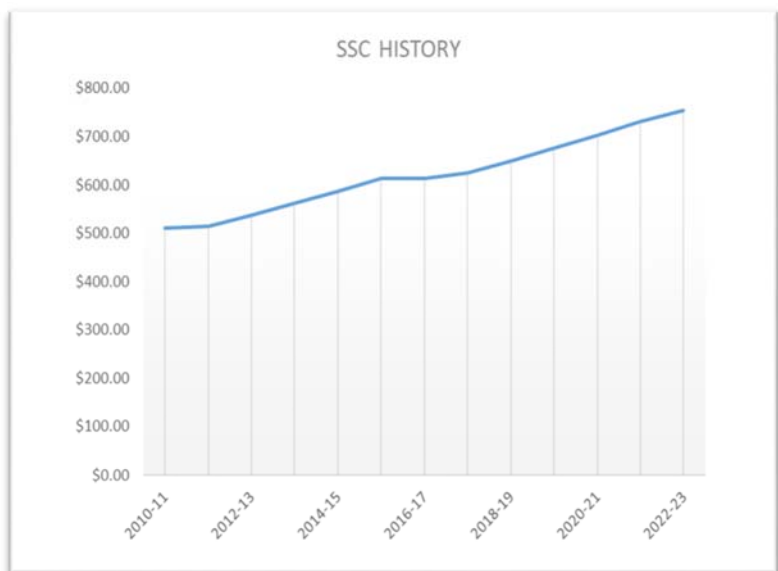
**SEWER SERVICE CHARGES**

During FY 2021/22, the District engaged a financial consultant to conduct a comprehensive Wastewater Rates and Fees Study. This study included a comprehensive review of the District’s financial plan, user classifications, and rate structure for the wastewater enterprise. The consultant also reviewed the District’s revenue requirements to determine the appropriate level of revenue adjustments to maintain financial sufficiency and rate stability. Based on their findings, the consultant recommended that the District implement a series of 3% increases to the SSC annually for a five-year period, commencing in FY 2022/23.

The incremental rate adjustments are necessary to fund operating and capital expenses, to maintain targeted reserve fund levels, and to meet debt service obligations. An updated computerized financial model was used to analyze a myriad of funding scenarios. The recommended series of modest increases was determined to be the most appropriate means of meeting revenue requirements with the lowest impact to the customer base.

A key aspect of the rate study was reapportionment of costs between the residential and non-residential customer classes. Water conservation efforts of the past decade have changed residential wastewater flow rates and characteristics and the updated rate structure establishes equitable charges for non-residential customers.

The updated sewer service charges and rate structure were enacted through adoption of District Ordinance No. 17 on June 7, 2022.



**Residential Sewer Service Charges**

Residential SSCs will continue to be based on a flat rate per dwelling unit. In FY 2022/23, the annual charge per unit will be \$754.72 per year, reflecting a 3.1% increase over the prior year SSC. This rate is based on an average water use of 142 gallons per day per dwelling unit.

Total residential SSC revenue is projected to be about \$4,821,944 or 77.7% of the total SSC revenue. This represents an increase of approximately \$245,615 from FY 2021/22 projections. Currently, the total number of residential dwelling units being served by the District is 6,393.

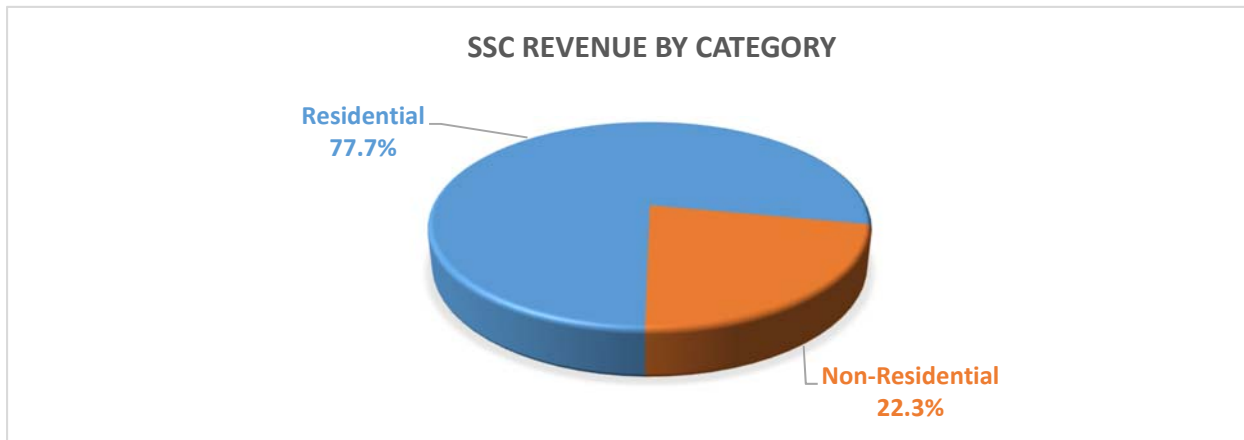
**Non-Residential Sewer Service Charges**

District Ordinance No. 17 groups non-residential customers into six classifications, based on wastewater strength, ranging from low to very high strength. For each classification, charges are

determined based on a unit cost per 1,000 gallons of water used (based on a 3-year annual average). The unit rates uniformly assume that 90% of water used is returned to the sanitary sewer system. Additionally, the non-residential rate structure includes a minimum charge per parcel (or account) that is equivalent to one residential unit charge, or \$754.72 in the current year.

The District annually updates non-residential user information by performing a survey of commercial and industrial connections within its service area in February of each year. The survey also records changes in occupancy during the year, particularly those that have an impact on wastewater strength or projected flow rates. The District maintains and updates assessors' parcel number (APN) information each year to reflect any changes, including lot splits or property owners name and mailing addresses.

The total non-residential revenue for FY 2022/23 is projected to be \$1,384,278 or 22.3% of the District's total SSC revenue.



### **Sewer Service Charge (SSC) Billings and Collections**

Residential and non-residential sewer service charges are collected by the Santa Barbara and Ventura County Assessor's office on behalf of the District on the annual property tax rolls. The SSC revenue in Santa Barbara County is guaranteed by the County under the "Teeter Plan". Under this plan the County will pay the District 100 percent of the SSC funds requested by the District for collection. The County will then retain the penalties for all past due accounts. The SSC for each parcel is shown on the property tax billing as a separate line item. The County's fee for printing of the additional line is one dollar per parcel. This fee is added to the SSC by the County and paid by the property owners.

Ventura County does not extend the "Teeter Plan" option to the District and capture or recovery of uncollected SSCs would be the responsibility of the District. Ventura County charges an administration fee for collection of SSC funds via the property tax roll. This fee is proportionally added to the base rate for parcels located in Ventura County.

**Property Taxes**

Property tax revenue is the District’s second largest revenue source. Property tax revenue collected by the Santa Barbara County Assessor consists of secured, unsecured, supplementary, unitary, and special assessment property taxes. The secured property tax is based on the assessed value of the property and may be increased a maximum of two percent per year by law. Secured property tax revenue has generally increased each year due to the rising in property values and changes in assessed value following property transfers.

The District typically receives one percent (1%) of the total property tax collected for parcels and other assets within its service area. The Santa Barbara County property tax revenue projection is \$684,855, which reflects an approximate increase of 2% over the prior year projection for this revenue category.

No property tax increment is received for parcels located in Ventura County.

**Appropriation Limit**

The District receives data from the State of California Department of Finance each year on Price and Population information for the purpose of calculating an annual Appropriation Limit. This process, required by State law, is intended to ensure that the District is not collecting excess property tax. The determination shows the District to be well within limitations for the coming fiscal year and is summarized in the following table:

		FY 2021/22	FY 2022/23
A	Prior Year Appropriation Limit	\$4,477,643	\$4,725,704
B	Change in Calif. Per Capita Income	1.0573	1.088
C	Change in District’s Population	0.9952	0.9884
C1	Change in County Population	0.9982	0.9816
D	Multiplying Factor	1.0554	1.0680
	(Larger of C or C1 times B)		
E	New Appropriation Limit	\$4,725,704	\$5,047,052
F	Property Tax Collected/ Estimate	\$671,426	\$684,855
G	Under Limit	\$4,054,278	\$4,362,198

**Interest Income**

This source of income comes from interest earned at the State of California Local Agency Investment Fund (LAIF) and the Santa Barbara County Treasurer’s pool. The interest income for Fiscal Year 2022/23 is projected to be \$50,000. This is an increase of \$20,000 from the previous fiscal year projection and it is due to modest increases in short term interest rates seen in the first half of 2022.



### **Development Impact Fees (DIF)**

Development Impact Fees (DIF) are fees collected for new sewer connections and developments within the District's service area. This revenue is restricted for use on capital improvement projects that are capacity related.

As a part of the 2022 Wastewater Rates and Fees Study prepared by Raftelis Financial Consultants, a new equivalent dwelling unit (EDU) baseline value was established for FY 2022/23 at \$6,230. This represents a 23% increase from the DIF in place for the prior year, resulting from reduced water use across all sectors. The baseline DIF was authorized by Ordinance No. 18, adopted on June 7, 2022.

The DIF amount escalates on July 1<sup>st</sup> of each year, based upon the change in the Engineering News Record Construction Cost Index (ENR-CCI, 20 City Index). Non-residential development impact fees are computed based on an Equivalent Dwelling Unit (EDU) basis according to the formula prescribed in Ordinance No.18.

Although the District generally collects a limited number of DIFs each year from new connections and small developments, existing limitations on growth within the District's service area make this a variable and mostly insignificant source of revenue. Furthermore, because of the restricted nature of these funds, it is assumed for budgetary purposes that no DIF will be collected in this fiscal year. Any fees that are collected will be dedicated and accounted for in accordance with State law.

### **Other Fees & Income**

This source of revenue includes miscellaneous fees charged by the District for issuing and processing permits for sewer system connections and plumbing alterations. The projected revenue for FY 2022/23 from these sources is \$20,000. Other miscellaneous revenue, such as dividends from pooled workers' compensation and pooled liability insurance programs, may also be accounted for in this category.

### **Contract Lab Analysis**

The District performs contract laboratory analysis for Cate School's wastewater recycling facility. Cate School is charged a unit price that recoups the total actual cost of providing this contract service. The District recently adjusted the fee per sample charged to Cate School to account for increased operating costs. The total projected revenue from this source for FY 2022/23 is \$20,075.

### **Other Sources of Cash/Grants & Dedications**

The District completed an emergency project to replace the foundation supporting the floodwall along the eastern boundary of its wastewater treatment facility in response to damage incurred on the January 9, 2018 storm flow event in Carpinteria Creek. The repair has been approved for reimbursement funding from FEMA and CalOES at a rate of 96.5%. Since the project is now complete and a reimbursement request, the expected revenue for expenses not yet reimbursed by FEMA and CalOES was recorded as a receivable and no additional revenue is project for FY 2022/23.

## Revenue Summary

The total projected revenue for FY 2022/23 is shown in the following table:

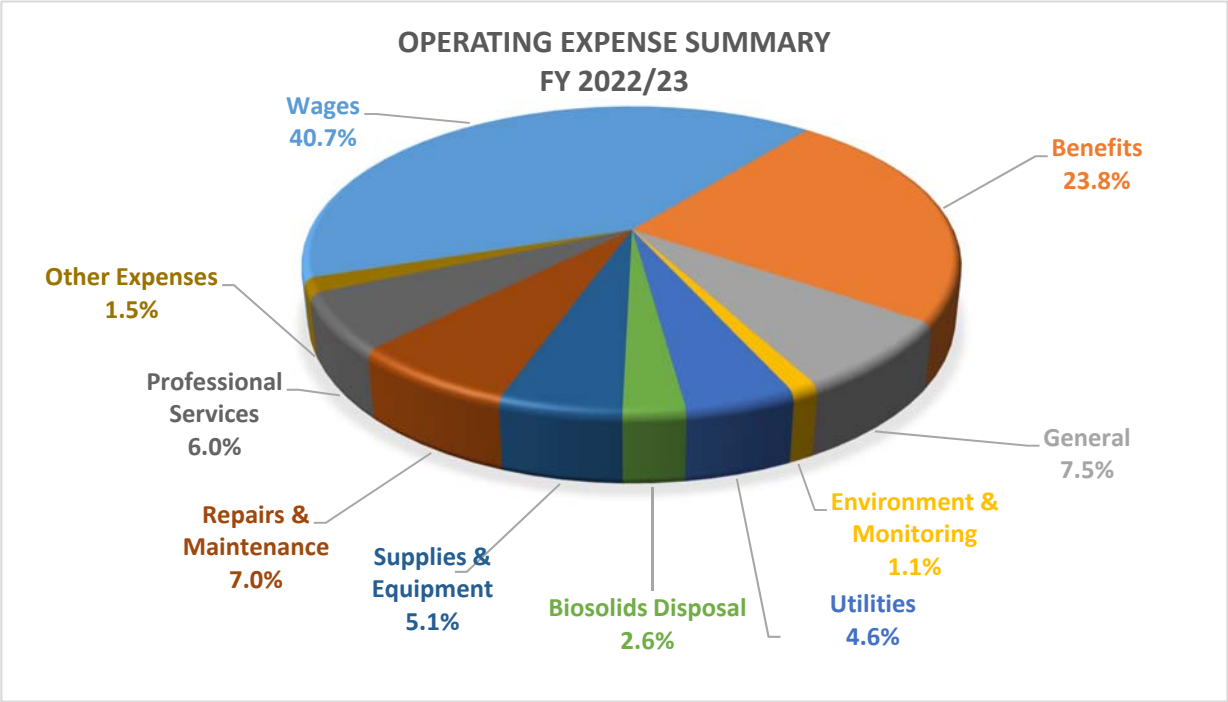
	BUDGET 2021/22	BUDGET 2022/23	BUDGET Inc/(Dec)	CHANGE %
Sewer Service Charges (SSC)	\$5,994,978	\$6,206,223	211,245	3.5%
Property Taxes	671,426	684,855	13,429	2.0%
Interest Income	30,000	50,000	20,000	66.7%
Development Impact Fees (DIF)	-	-	-	
Other Fees and Income	20,000	20,000	-	0.0%
Contract Lab Analysis	20,075	20,075	-	0.0%
Other Sources of Cash/Grants & Dedications	500,000	-	(500,000)	(100.0%)
<b>Total Gross Revenues</b>	<b>\$ 7,236,479</b>	<b>\$ 6,981,153</b>	<b>\$ (255,326)</b>	<b>(3.5%)</b>

<b>CARPINTERIA SANITARY DISTRICT</b>		
<b>REVENUE ACCOUNT DETAIL</b>		
<b>Account Number</b>	<b>Account Title</b>	<b>Description</b>
<b>3100</b>	Sewer Service Charges (SSC)	This account represents the total aggregate SSC that the District projects will be collected during the year, per Ordinance 15. Non-residential SSCs are based on water use and wastewater strength.
<b>3130</b>	Development Impact Fees (DIF)	The budget does not include revenue related to collection of Development Impact Fees. All DIF revenue are used for the current and future capacity related capital improvement projects.
<b>3170</b>	Contract Lab Analysis	The District provides Cate School with wastewater sample analysis services. This account represents the income received from Cate School based on a time and materials basis for performing the analysis services.
<b>3300</b>	Property Taxes	This revenue section represents the District's share of 1% of secured, unsecured, unitary, supplemental, and homeowner property tax relief collected by the County.
<b>3400</b>	Interest Income (General Fund)	This account includes interest income earned on the District's cash balances at local banks, the State of California Local Agency Investment Fund (LAIF) and Santa Barbara County Treasury.
<b>3412</b>	Other Sources of Cash/Grants & Dedications	This account represents the amount to be received from various grants, dedications or reimbursements.
<b>3150 3410 3430</b>	Other Fees and Income	These accounts represent miscellaneous fees charged by the District for service provided. These include annexation fees, sewer service permit fees, plan check fees, and inspection fees. Other miscellaneous revenue is covered under these accounts.

## EXPENSE OVERVIEW

The Carpinteria Sanitary District’s operating expense budget is separated by departments: the Administration Department and the Plant/Collection Department. The operating expense section of the overall budget includes expenses associated with the day-to-day operation of the agency, exclusive of projected expenses for capital purchases, capital improvements and debt service payments.

The chart below provides a graphical overview of the District’s operating budget for FY 2022/23.



The District’s operating budget has taken into consideration the projected needs and projected costs for achieving key goals and objectives in the upcoming fiscal year. The operating expenses presented herein represent a summary of the more detailed expenses shown in the individual departmental budget sections.

The Administration section includes the projected expenses associated with the administration of the District including employee salaries and benefits, auditing, legal, engineering, professional services, permitting fees, Board of Directors’ expenses, insurance and in the coming fiscal year, costs associated with temporary relocation of the administrative office. The projected Administration department operating budget for FY 2022/23 is \$1,469,400 or 32% of the overall budget.

The Plant/Collection section includes the projected expenses associated with the operation and maintenance of the wastewater treatment plant, the collection system, and associated lift stations. Expenses include employee salaries and benefits, utilities, chemicals, equipment maintenance, biosolids disposal and general operating expenses. The projected Plant/Collection department operating budget for FY 2022/23 is \$3,182,800 or 68% of the overall budget.

## Summary Data

The remainder of this section contains figures and financial data in tabular and graphic format that summarize the projected expenditures District wide for the coming fiscal year, as follows:

- **All Department Operating Expenses**
- **Expense Account Detail**
- **CPI Cost Escalation Factor Summary**
- **FY 2022/23 Salary Matrix**

CARPINTERIA SANITARY DISTRICT							
All Departments							
		BUDGET	ACTUAL	EXPENDED	BUDGET	Increase	CHANGE
		2021/22	(11 mo) 2021/22	%	2022/23	(Decrease)	%
5010	Regular Salaries	1,650,000	1,395,076	84.55%	1,790,000	140,000	8.5%
5015	Vacation Buy-back	30,000	7,652	25.51%	30,000	0	0.0%
5020	Temporary Staff		20,517	0.00%	0	0	0.0%
5030	Overtime	12,500	9,806	78.44%	12,500	0	0.0%
5040	Special Duty Pay	46,000	39,896	86.73%	48,000	2,000	4.3%
5050	Directors' Fees	15,000	10,200	68.00%	15,000	0	0.0%
	<b>Total Wages</b>	<b>1,753,500</b>	<b>1,483,147</b>	<b>84.58%</b>	<b>1,895,500</b>	<b>142,000</b>	<b>8.1%</b>
5110	CalPERS UAL	247,000	237,238	96.05%	262,500	15,500	6.5%
5111	PERS	275,000	211,308	76.84%	295,000	20,000	7.3%
5112	Social Security	125,000	103,690	82.95%	135,000	10,000	8.0%
5120	Medical Insurance	241,000	262,401	108.88%	283,000	42,000	17.4%
5121	Employee Wellness Program	3,000	200	6.67%	3,000	0	0.0%
5122	Unemployment Ins	3,000	1,694	56.48%	3,000	0	0.0%
5123	Certification Incentive Program	13,500	0	0.00%	13,500	0	0.0%
5124	Long Term Disability	14,400	11,820	82.08%	15,400	1,000	6.9%
5126	Life Insurance	4,300	3,498	81.35%	4,300	0	0.0%
5127	Dental / Vision Plan	40,000	29,222	73.05%	40,000	0	0.0%
5128	Workers' Comp	49,500	34,608	69.92%	49,500	0	0.0%
5132	Employee Medical - Physical	2,200	1,430	65.01%	2,200	0	0.0%
	<b>Total Benefits</b>	<b>1,017,900</b>	<b>897,110</b>	<b>88.13%</b>	<b>1,106,400</b>	<b>88,500</b>	<b>8.7%</b>
	<b>Total Wages &amp; Benefits</b>	<b>2,771,400</b>	<b>2,380,256</b>	<b>85.89%</b>	<b>3,001,900</b>	<b>230,500</b>	<b>8.3%</b>
5210	Departmental Expense	15,500	5,406	34.88%	15,500	0	0.0%
5215	Office Supplies	5,000	4,055	81.09%	6,000	1,000	20.0%
5222	Directors' Conference	9,000	697	7.75%	8,000	(1,000)	(11.1%)
5226	Directors' Election Exp.		0	0.00%	10,000	10,000	(100.0%)
5228	Directors' Dental / Vision	12,500	7,422	59.37%	12,500	0	0.0%
5231	Insurance - Liability	100,000	113,553	113.55%	150,000	50,000	50.0%
5241	Uniform Expense	11,500	8,732	75.93%	11,500	0	0.0%
5242	Membership and Dues	31,000	25,577	82.50%	31,000	0	0.0%
5244	Conference and Training	22,000	10,011	45.50%	22,000	0	0.0%
5246	Education Reimbursement	1,500	0	0.00%	1,500	0	0.0%
5260	Vehicle Fuel Expense	15,000	20,084	133.89%	28,000	13,000	86.7%
5265	Mileage Reimbursement	600	69	11.50%	600	0	0.0%
5270	Rent & Leases	4,300	2,641	61.42%	4,300	0	0.0%
5280	Temporary Office Relocation	75,000	51,391	68.52%	15,000	(60,000)	(80.0%)
5290	Licenses and Permits	35,000	26,593	75.98%	35,000	0	0.0%
	<b>Total General</b>	<b>337,900</b>	<b>276,231</b>	<b>81.75%</b>	<b>350,900</b>	<b>13,000</b>	<b>3.8%</b>
5310	Monitoring Equipment	21,000	19,586	93.27%	21,000	0	0.0%
5320	Monitoring Lab Work	21,000	20,324	96.78%	21,000	0	0.0%
5330	Proposition 65 Clean Up Exp.	10,000	0	0.00%	10,000	0	0.0%
	<b>Total Environ &amp; Monitoring</b>	<b>52,000</b>	<b>39,909</b>	<b>76.75%</b>	<b>52,000</b>	<b>0</b>	<b>0.0%</b>

CARPINTERIA SANITARY DISTRICT							
All Departments - Continued							
		BUDGET	ACTUAL	EXPENDED	BUDGET	Increase	CHANGE
		2021/22	(11 mo.) 2021/22	%	2022/23	(Decrease)	%
5410	Southern California Gas	1,700	1,600	94.10%	2,000	300	17.6%
5420	Southern California Electric	192,800	105,841	54.90%	167,000	(25,800)	(13.4%)
5430	Telephone/Internet	18,500	16,878	91.23%	22,000	3,500	18.9%
5540	Water	12,300	8,458	68.76%	12,300	0	0.0%
5450	Rubbish	6,000	4,955	82.58%	6,000	0	0.0%
5480	Underground Service Alert	2,300	1,463	63.59%	2,300	0	0.0%
5490	Building Alarm System	0	0	0.00%	3,500	3,500	0.0%
	<b>Total Utilities</b>	<b>233,600</b>	<b>139,194</b>	<b>59.59%</b>	<b>215,100</b>	<b>(18,500)</b>	<b>(7.9%)</b>
5470	Biosolids Disposal	100,000	104,932	104.93%	120,000	20,000	20.0%
5510	General Supplies	15,000	12,461	83.07%	15,000	0	0.0%
5521	Odor Control Chemicals	51,000	10,003	19.61%	51,000	0	0.0%
5522	Disinfection Chemicals	151,000	78,583	52.04%	125,000	(26,000)	(17.2%)
5524	Polymers	20,000	26,589	132.94%	28,000	8,000	40.0%
5525	Tool / Small Parts	6,000	3,136	52.27%	6,000	0	0.0%
5526	Fuel, Diesel, Lubricants	7,500	4,163	55.51%	7,500	0	0.0%
5527	Safety Equipment	6,000	4,787	79.78%	6,000	0	0.0%
	<b>Total Supplies &amp; Equipment</b>	<b>256,500</b>	<b>139,722</b>	<b>54.47%</b>	<b>238,500</b>	<b>(18,000)</b>	<b>(7.0%)</b>
5610	Equipment Maintenance	16,000	9,074	56.71%	39,000	23,000	143.8%
5620	Building Maintenance	8,800	6,410	72.85%	23,800	15,000	170.5%
5630	Grounds Maintenance	10,500	1,609	15.32%	35,500	25,000	238.1%
5640	Vehicles Maintenance	22,000	13,669	62.13%	15,000	(7,000)	(31.8%)
5650	Treatment Plant Maintenance	65,000	53,989	83.06%	85,000	20,000	30.8%
5680	Pump Station Maintenance	25,000	22,657	90.63%	43,000	18,000	72.0%
5690	Collection System Maintenance	84,000	75,066	89.36%	84,000	0	0.0%
	<b>Total Repair &amp; Maintenance</b>	<b>231,300</b>	<b>182,474</b>	<b>78.89%</b>	<b>325,300</b>	<b>94,000</b>	<b>40.6%</b>
5821	Accounting (Annual Audit)	10,500	10,500	100.00%	19,000	8,500	81.0%
5831	Legal Counsel	45,000	11,371	25.27%	30,000	(15,000)	(33.3%)
5835	Safety Program	36,000	10,204	28.35%	36,000	0	0.0%
5843	Computer Expenses	57,000	43,295	75.96%	52,000	(5,000)	(8.8%)
5844	SCADA Related Exp.	30,000	16,836	56.12%	50,000	20,000	66.7%
5847	Public Relations	15,000	9,192	61.28%	15,000	0	0.0%
5849	Professional Services	100,000	54,352	54.35%	60,000	(40,000)	(40.0%)
5851	Accounting Services	7,000	5,796	82.81%	15,000	8,000	114.3%
5855	IDP Monitoring Services	500	0	0.00%	500	0	0.0%
	<b>Total Professional Services</b>	<b>301,000</b>	<b>161,547</b>	<b>53.67%</b>	<b>277,500</b>	<b>(23,500)</b>	<b>(7.8%)</b>
6020	Admin Charges-SB County	10,000	0	0.00%	10,000	0	0.0%
6030	Debt Services Admin Fee	1,800	1,500	83.33%	1,800	0	0.0%
6031	LAFCO Pro-Rata Costs	4,250	4,858	114.31%	6,200	1,950	45.9%
6032	Regional Grant Planning	3,000	897	29.91%	3,000	0	0.0%
6033	Recycled Water System Develop	50,000	0	0.00%	50,000	0	0.0%
	<b>Total Other Expenses</b>	<b>69,050</b>	<b>7,255</b>	<b>10.51%</b>	<b>71,000</b>	<b>1,950</b>	<b>2.8%</b>
	<b>Total Expenses</b>	<b>4,352,750</b>	<b>3,431,521</b>	<b>78.84%</b>	<b>4,652,200</b>	<b>299,450</b>	<b>6.9%</b>

## CARPINTERIA SANITARY DISTRICT EXPENSE ACCOUNT DETAIL

Account Number	Account Title	Description
5010	Regular Salaries	Funds the regular salary and wages by department.
5015	Vacation Buyback	Funds for employee vacation buy-back program.
5020	Temporary Staff	Funds for temporary staffing needs.
5030	Overtime	Funds for scheduled and unscheduled overtime expense by department.
5040	Special Duty Pay	Funds for standby pay. Established base rate in FY18/19 is \$57.50 increasing each year by Board approved COLA.
5050	Directors Fees	Funds for elected officials to attend board and committee meetings.
5110	CalPERS UAL	Funds PERS (Public Employees' Retirement System) Unfunded Actuarial Liability (UAL).
5111	PERS	Funds PERS (Public Employees' Retirement System) contributions for eligible employees.
5112	Social Security & Medicare	Funds for employer portion of Social Security and Medicare expense.
5120	Medical Insurance	Provides funding for medical insurance premiums for employees and their dependents.
5121	Employee Wellness	Provides funding for employee wellness program.
5122	Unemployment Insurance	Funds unemployment insurance premiums. Unemployment insurance is based on the first \$7,000 of each employee's wages.
5123	Certification Incentive Program	Funds program for employees who gain technical certification within the area of their responsibility and above and beyond their job requirement.
5124	Long Term Disability	Funds long term disability insurance for eligible employees.
5126	Employee Life Insurance	Funds for employees' life insurance for eligible employees.
5127	Dental/Vision Plan	Funds for Direct Dental/Vision care self funded plan.
5128	Workers' Compensation	Funds for pooled CSRMA workers' compensation insurance premiums.
5132	Employee Physicals & First Aid	Funds for employees physicals. Includes drug/alcohol testing, pre-employment screening, first aid supplies and use.
5210	Departmental Expense	Funds for the purchase of routine various expenses such as coffee, drinking water, subscriptions, mailing, and other misc. items.
5215	Office Supplies	Funds for office supplies and minor office equipment.
5222	Directors Conference	Funds for elected officials' conferences, trainings, lodging, travel expenses, and Board workshop.
5226	Directors Election Expense	Funds for all required activities related to the Board of Directors election expenses.



Account Number	Account Title	Description
5228	Directors Dental & Vision Plan	Funds for Direct Dental/Vision care self-funded plan.
5231	District Liability Insurance	Funds the premiums for CSRMA pooled insurance programs which include liability, property, dishonesty bond, auto, and mobile equipment.
5241	Uniform Expenses	Funds to provide uniform service for employees.
5242	Membership & Dues	Funds for State/CWEA licenses, exams and TCP certification and class B license renewals and professional membership dues.
5244	Conferences & Training	Funds to provide training expenses, conferences, CWEA, and TCP, safety, maintenance and supervisory training.
5246	Employee Education Reimbursement	Funds for education reimbursement for job-related courses completed successfully that have advance approval from the General Manager.
5260	Vehicle Fuel Expenses	Funds for fuel for District vehicles.
5265	Employee Mileage Reimbursement	Funds for mileage reimbursement, at IRS rate, for employees who travel with their own vehicle on District business.
5270	Equipment Rental and Leases	Funds for the cost of renting pumps, equipment and other needed equipment not currently owned by the District.
5280	Temporary Office Relocation	Funds for temporary Administration office including rental costs, moving expense and storage fees while the new office is being constructed.
5290	Licenses & Permits	Funds for the various licenses and permits required of the District by various State, County and local agencies.
5310	Monitoring Equipment	Funds for minor lab equipment purchases and reagent chemicals necessary to perform the in-house lab analysis.
5320	Monitoring Lab Work	Funds for expenses related to the testing efforts performed by outside lab. These include ocean, beach, sludge and raw wastewater samples.
5330	Prop 65 Clean Up Expense	Funds for the cleanup of minor sewage spills that are below the District's insurance deductible.
5410	Natural Gas	Funds for natural gas usage.
5420	Electricity	Funds for electricity usage.
5430	Telephone/Internet	Funds for long distance, local, cellular and lift station telemetry service.
5440	Water	Funds for water usage.
5450	Rubbish	Funds for the disposal of trash.
5470	Biosolids Disposal	Funds for biosolids transportation and composting fees.
5480	USA	Fund for the Underground Service Alert (USA) dig alert.
5490	Building Alarm System	Funds for the Administration building security alarm system.
5510	General Supplies	Funds for general supplies.

Account Number	Account Title	Description
5521	Odor Control Chemicals	Replacement and disposal of odor control media for the facility's air scrubbers.
5522	Disinfection Chemicals	Funds for sodium hypochlorite used for disinfection of the final effluent and sodium bisulfite used to dechlorinate prior to final discharge.
5524	Polymer	Funds for a liquid polymer used to dewater the biosolids prior to being sent to the commercial composting facility.
5525	Tools	Funds for the purchase and replacement of miscellaneous hand tools.
5526	Fuel, Diesel & Lubricants	Funds for fuel and oil expenses associated with stationary equipment and portable generators, pumps, etc.
5527	Safety Equipment	Funds for the purchase of personal protection and safety equipment.
5610	Equipment Maintenance	Funds for scheduled maintenance and calibration of District's equipment testing using outside professional services.
5620	Building Maintenance	Funds for the general repair and upkeep of the buildings.
5630	Grounds Maintenance	Funds for the maintenance of District grounds.
5640	Vehicle Maintenance	Funds needed to maintain District vehicles.
5650	WWTP Equipment Maintenance	Funds for scheduled/unscheduled repair of both the mechanical and electrical components of stationary equipment.
5680	Pump Station Maintenance	Funds for the scheduled/unscheduled maintenance of the lift stations.
5690	Collection System Maintenance	Funds for sewer system supplies required for ongoing maintenance efforts.
5821	Audit Fee	Funds for yearly audit services required for public entity.
5831	Legal Counsel	Funds for legal services provided by the District legal counsel.
5835	Safety Program	Funds for a maintaining a safety training program
5843	Computer Related Expenses	Expenses for computer related services, software, hardware, remote and on-site support, maintenance agreements, upgrades.
5844	SCADA Related Expenses	Expenses related to maintenance of SCADA computer system.
5847	Public Relations	Funds for expenses related to the District's public relations efforts such as newspaper print media, webpage update and support.
5849	Professional Services	Funds for other professional services such as engineering, GIS support, and other services needed which are not included in other line items.
5851	Accounting	Formerly Payroll Services. Funds for recurring support costs to maintain an accounting management software program and related services.
5855	Monitoring Source Control Program	Funds for outside laboratory service required for monitoring the District's industrial/commercial discharges as per the issued discharge permits.
6020	Santa Barbara County Admin Fees	SB County fees for collection of property taxes.

Account Number	Account Title	Description
6030	Debt Services Admin Fees	Funds for trustee administration fees charged for the Revenue Bonds.
6031	LAFCO Pro-Rata	Funds for the Santa Barbara County pro-rata LAFCO Budget.
6032	Regional Grant/Planning	Funds for regional planning and grant pursuits.
6033	Recycled Water System	Funds for recycled water planning and development.

**CPI Cost Escalation Factor**

In 2010, the Board of Directors adopted a formal Cost of Living Adjustment (COLA) policy as a supplement to the District’s Personnel Rules and Regulations. The COLA was adopted as an annual modification based on the Consumer Price Index for Urban Wage Earners and Clerical Workers in the Los Angeles – Riverside – Orange County, CA region as determined by the Bureau of Labor Statistics (BLS). Effective in 2018, the BLS made changes to its geographic area structure which would affect our policy. The revised Core Based Statistical Area (CBSA) is now comprised of Los Angeles - Long Beach – Anaheim. The COLA is the basis for modifying the District’s salary schedule during the annual budget adoption process, however, the Board retains full discretion to deviate from the indicated adjustment factor.



Databases, Tables & Calculators by Subject

Change Output Options: From: 2011 To: 2021   
 include graphs  include annual averages [More Formatting Options](#) →

Data extracted on: January 13, 2022 (12:33:56 PM)

**CPI for Urban Wage Earners and Clerical Workers (CPI-W)**

**12-Month Percent Change**  
**Series Id:** CWURS49ASA0  
 Not Seasonally Adjusted  
**Series Title:** All items in Los Angeles-Long Beach-Anaheim, CA, urban wage earners and clerical workers, not seasonally adjusted  
**Area:** Los Angeles-Long Beach-Anaheim, CA  
**Item:** All items  
**Base Period:** 1982-84=100

Download:  [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2011	2.0	2.6	3.5	3.9	3.7	3.3	2.7	2.7	3.5	3.1	3.2	2.2	3.0	3.2	2.9
2012	2.1	2.1	2.0	1.3	1.5	1.5	1.9	2.5	2.2	3.2	2.1	2.0	2.0	1.8	2.3
2013	1.9	2.4	1.3	0.9	1.0	1.5	1.6	0.9	0.7	-0.3	0.5	1.2	1.1	1.5	0.8
2014	0.8	0.4	1.0	1.6	1.8	1.9	2.1	1.8	1.6	1.4	1.0	0.3	1.3	1.3	1.4
2015	-0.7	-0.4	0.2	0.0	0.9	0.4	1.2	1.0	0.4	0.7	1.4	1.9	0.6	0.1	1.1
2016	3.3	2.3	1.3	1.6	0.6	1.1	0.3	0.6	1.5	1.9	1.5	1.7	1.5	1.7	1.3
2017	1.7	2.5	2.4	2.5	2.4	2.2	2.5	2.9	3.2	3.0	3.7	3.7	2.7	2.3	3.2
2018	3.7	3.7	3.9	4.1	4.3	4.2	4.0	4.1	3.9	4.3	3.8	3.3	3.9	4.0	3.9
2019	2.9	2.6	2.7	3.6	3.4	3.3	3.3	2.9	3.2	3.6	3.5	3.2	3.2	3.1	3.3
2020	3.5	3.5	2.2	0.6	0.6	1.3	1.9	2.2	1.4	0.6	1.0	1.5	1.7	1.9	1.4
2021	1.1	1.4	2.7	4.2	4.5	4.7	4.5	4.5	4.8	5.6	6.4	6.9	4.3	3.1	5.4

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**CARPINTERIA SANITARY DISTRICT  
 SALARY MATRIX - MONTHLY  
 FY 2022/23**

POSITION		A	B	C	D	E
General Manager						\$19,760
District Administrator		\$10,475	\$10,999	\$11,549	\$12,126	\$12,732
Administrative Assistant		\$5,801	\$6,091	\$6,396	\$6,716	\$7,051
Engineering Technician		\$6,444	\$6,766	\$7,104	\$7,459	\$7,832
Operations Manager	1	\$12,149	\$12,756	\$13,394	\$14,064	\$14,767
Treatment Supervisor	1	\$8,436	\$8,858	\$9,300	\$9,765	\$10,254
Operator in Training	1	\$4,796	\$5,035	\$5,287	\$5,552	\$5,829
Operator 1	1	\$5,417	\$5,688	\$5,973	\$6,271	\$6,585
Operator 2	1	\$5,932	\$6,228	\$6,540	\$6,867	\$7,210
Operator 3	1	\$6,577	\$6,906	\$7,251	\$7,614	\$7,995
Operator 4	1	\$7,070	\$7,424	\$7,795	\$8,185	\$8,594
Lab Supervisor	1	\$8,238	\$8,649	\$9,082	\$9,536	\$10,013
Collection System Supervisor	1	\$9,133	\$9,589	\$10,069	\$10,572	\$11,101
Collection System Lead Operator	1	\$6,773	\$7,112	\$7,467	\$7,841	\$8,233
Collection System Operator 1	1	\$4,926	\$5,172	\$5,431	\$5,703	\$5,988
Collection System Operator 2	1	\$5,655	\$5,938	\$6,235	\$6,547	\$6,874
Collection System Operator 3	1	\$6,079	\$6,383	\$6,702	\$7,037	\$7,389
Collection System Operator 4	1	\$6,534	\$6,861	\$7,204	\$7,564	\$7,943
Maintenance Worker 1	1	\$3,807	\$3,997	\$4,197	\$4,407	\$4,627

The above matrix includes a 4.3% annual escalation factor (Los Angeles) starting 7/1/22

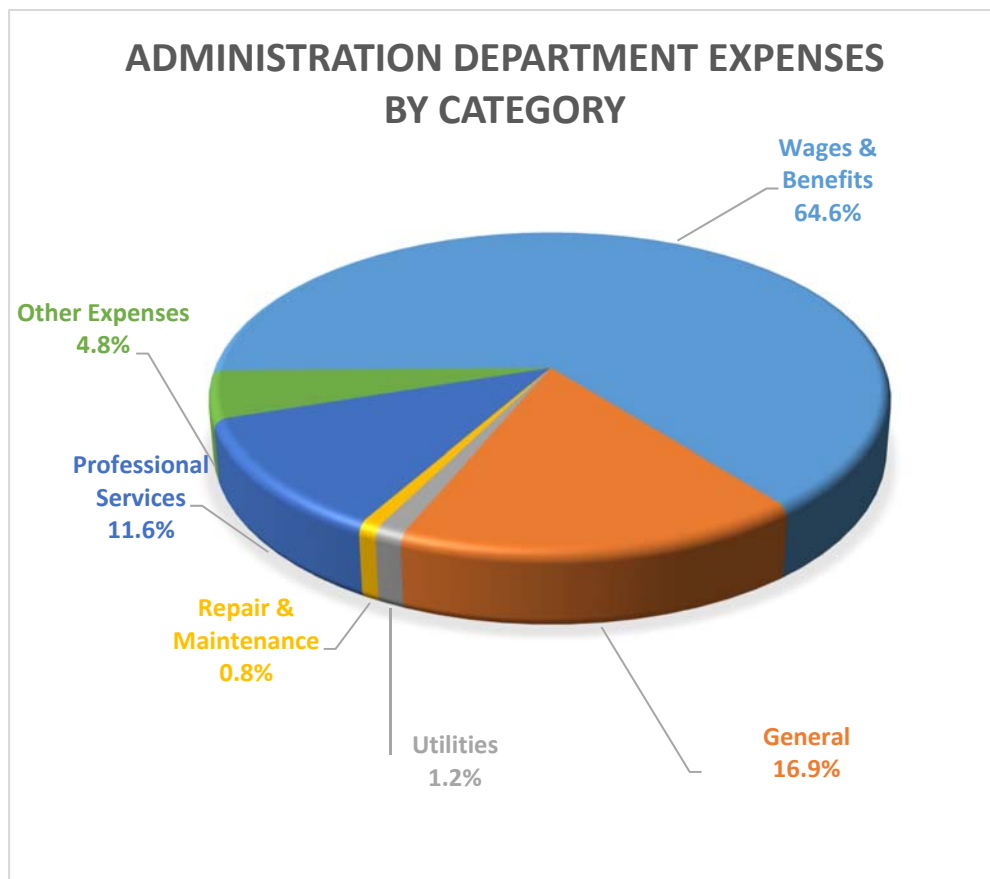
1) CalPERS uniform allowance for Classic members. Not to exceed \$416 annually.

## ADMINISTRATION DEPARTMENT EXPENSES

The Administration department consists of the General Manager, the District Administrator, the Administrative Assistant, and the Engineering Technician. The department is responsible for the day-to-day administrative functions of the District including overall management, accounting functions, sewer service charge development and billing, financial planning, human resources, risk management, District planning and development, customer relations, and the onsite inspection of all sewer related improvements.

The Administration Department operating budget for FY 2022/23 is projected to be \$1,469,400, which represents a modest increase of just 0.1%, or \$950, over the prior fiscal year. A description of changes to each account category is provided below.

Expenses attributable to the District's Board of Directors are also included in the Administration Department budget. These expenses include Directors fees, limited benefits and training/conference expenses.



## Administration Budget Account Highlights

### **Personnel Expenses**

The personnel section represents the largest portion of the administration department budget. This account funds all wages, salaries, and benefits for the department's employees as well as the five elected officials. The total projected expense is estimated to be \$949,700 or 64.6% of the administration budget.

Budget adjustments in this category result from a policy directed cost of living adjustment, increasing CalPERS pension costs and a decrease in workers' compensation premium. Other payroll related expenses have changed proportionately.

The net result of the adjustments in this category is a budget increase for personnel expenses of \$40,500, or 4.5% over the prior year.

### **General Expenses**

The projected budget for general administrative expenses is \$249,000, or 16.9% of the total administration budget. This represents a net zero change over the previous fiscal year. The largest decrease is attributed to a reduction in the cost for a temporary administration office facility. District administration staff will move out of the temporary facility and end the existing lease on September 30, 2022. The increase in this category is attributed to higher property insurance premiums. The property insurance market has tightened significantly due to broad, global losses resulting from a heightened pattern of natural disasters. The outcome is another sharp increase in premiums even for pooled programs like CSRMA. The District will potentially incur costs to hold an election for two Board of Directors seats in 2022, if the positions are contested. A \$10,000 allocation for election expenses was included in the FY 2022/23 operating budget.

### **Utilities**

Utility costs include those for electricity, water, telephone, and the security system for the administration building. The budgeted amount for the 2022/23 fiscal year is \$17,300 or 1.2% of the overall administration budget. Budgeted costs in this category are 40.7% higher than the previous fiscal attributed to new expenses related to the new administration building for telephone, internet and new alarm systems maintenance.

### **Repairs and Maintenance**

The budget for this account covers repair and maintenance of the administration building, grounds and equipment. The projected budget expense in this category is \$11,800 or 0.8% of the administration budget. This account remains unchanged from the previous fiscal year.

### **Professional Services**

The projected budget for professional services is \$170,600 or 11.6% of the overall administration budget. This represents a decrease of \$46,500 or 21.4% from the previous fiscal year budget. The significant decrease in this category is the result of several factors including a reduction in

professional services to account for the rate study that was conducted in the previous fiscal year. The District engaged a new independent auditing firm in March 2022 and we have increased the budget for financial auditing based on their proposal. The District, pursuant to a previously approved Capital Improvement Project for and upgraded accounting management software program, engaged a software consultant to migrate all accounting data. The increase in the Accounting Services item is for ongoing support costs.

### **Other Expenses**

The budget for other expenses is \$71,000, or 4.8% of the total administration budget. An increase of \$1,950, or 2.8%, in this category for FY 2022/23 is the result of an increase in our required pro-rata contribution to support Santa Barbara LAFCO operations.

The remainder of this section presents detailed budget spreadsheets for the Administration Department.

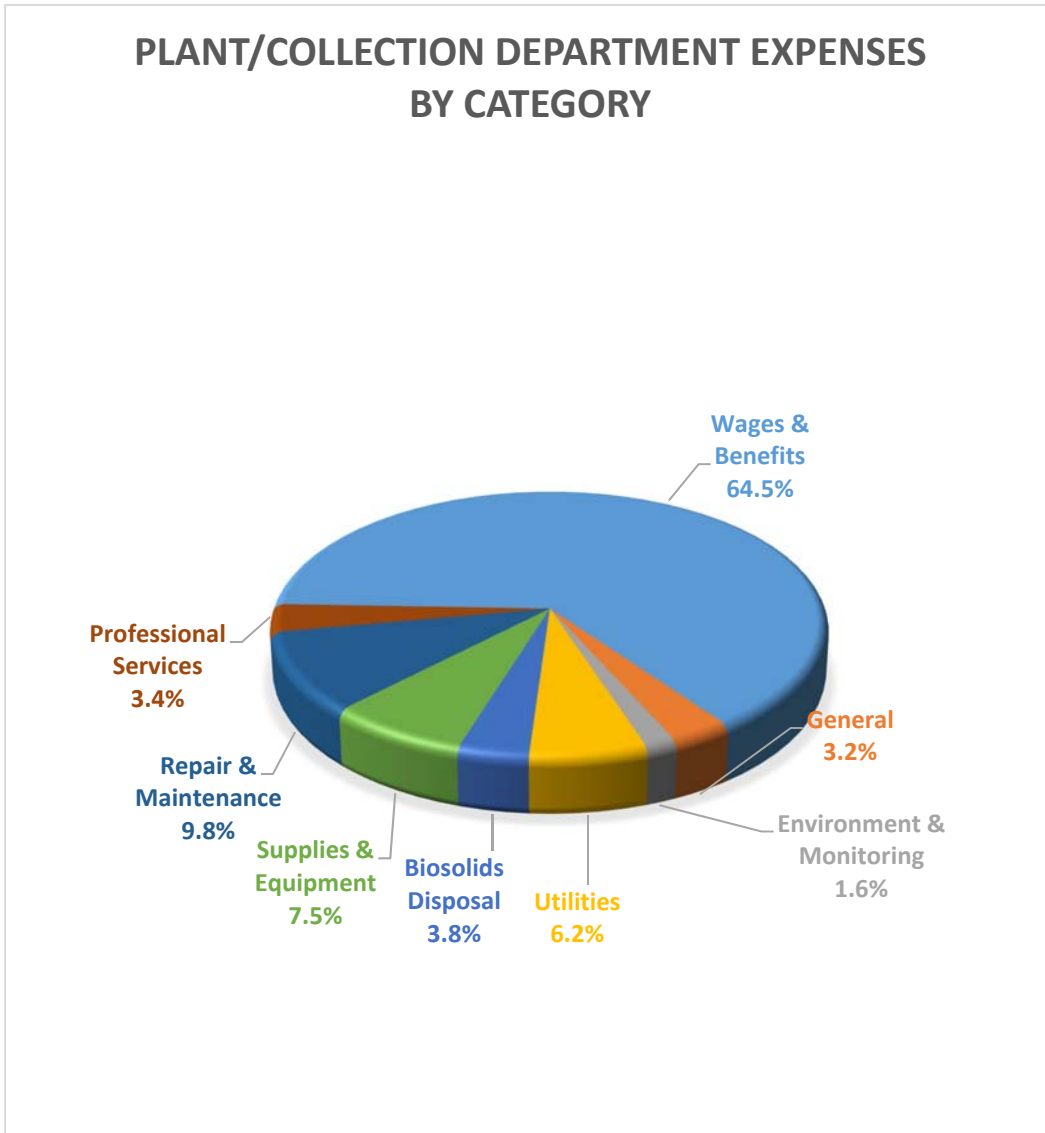


CARPINTERIA SANITARY DISTRICT							
Administration Department							
		BUDGET	ACTUAL	EXPENDED	BUDGET	Increase	CHANGE
		2021/22	(11 mo.) 2021/22	%	2022/23	(Decrease)	%
5010	Regular Salaries	550,000	469,040	85.3%	575,000	25,000	4.5%
5015	Vacation Buy-back	12,000	4,385	36.5%	12,000	0	0.0%
5030	Overtime	500	0	0.0%	500	0	0.0%
5050	Director's Fee	15,000	10,200	68.0%	15,000	0	0.0%
	<b>Total Wages</b>	<b>577,500</b>	<b>483,625</b>	<b>83.7%</b>	<b>602,500</b>	<b>25,000</b>	<b>4.3%</b>
5110	CalPERS UAL	91,000	83,033	91.3%	97,500	6,500	7.1%
5111	PERS	100,000	77,307	77.3%	105,000	5,000	5.0%
5112	Social Security	38,000	31,382	82.6%	40,000	2,000	5.3%
5120	Medical Insurance	76,000	74,651	98.2%	78,000	2,000	2.6%
5121	Employee Wellness Program	800	200	25.0%	800	0	0.0%
5122	Unemployment Ins	1,000	456	45.6%	1,000	0	0.0%
5123	Certification Incentive Program	1,500	0	0.0%	1,500	0	0.0%
5124	Long Term Disability	4,900	3,861	78.8%	4,900	0	0.0%
5126	Life Insurance	1,300	933	71.8%	1,300	0	0.0%
5127	Dental / Vision Plan	12,500	6,321	50.6%	12,500	0	0.0%
5128	Workers' Comp	4,500	4,500	100.0%	4,500	0	0.0%
5132	Employee Med - Physical	200	0	0.0%	200	0	0.0%
	<b>Total Benefits</b>	<b>331,700</b>	<b>282,644</b>	<b>85.2%</b>	<b>347,200</b>	<b>15,500</b>	<b>4.7%</b>
	<b>Total Wages &amp; Benefits</b>	<b>909,200</b>	<b>766,269</b>	<b>84.3%</b>	<b>949,700</b>	<b>40,500</b>	<b>4.5%</b>
5210	Departmental Expense	11,500	3,936	34.2%	11,500	0	0.0%
5215	Office Supplies	3,000	3,275	109.2%	4,000	1,000	33.3%
5222	Directors' Conference	9,000	697	7.8%	8,000	(1,000)	(11.1%)
5226	Directors' Election Exp.	0	0	0.0%	10,000	10,000	0.0%
5228	Directors' Dental / Vision	12,500	7,422	59.4%	12,500	0	0.0%
5231	Insurance - Liability	100,000	113,553	113.6%	150,000	50,000	50.0%
5242	Membership and Dues	24,000	20,966	87.4%	24,000	0	0.0%
5244	Conference and Training	10,000	4,541	45.4%	10,000	0	0.0%
5246	Education Reimbursement	1,000	0	0.0%	1,000	0	0.0%
5265	Mileage Reimbursement	200	0	0.0%	200	0	0.0%
5270	Rent & Leases	2,800	2,611	93.3%	2,800	0	0.0%
5280	Temporary Office Relocation	75,000	51,391	68.5%	15,000	(60,000)	(80.0%)
	<b>Total General</b>	<b>249,000</b>	<b>208,393</b>	<b>83.7%</b>	<b>249,000</b>	<b>0</b>	<b>0.0%</b>

<b>CARPINTERIA SANITARY DISTRICT</b>							
<b>Administration Department - Continued</b>							
		<b>BUDGET</b>	<b>ACTUAL</b>	<b>EXPENDED</b>	<b>BUDGET</b>	<b>Increase</b>	<b>CHANGE</b>
		<b>2021/22</b>	<b>(11 mo.) 2021/22</b>	<b>%</b>	<b>2022/23</b>	<b>(Decrease)</b>	<b>%</b>
5410	Southern California Gas	200	0	0.0%	0	(200)	(100.0%)
5420	Southern California Electric	3,800	2,328	61.3%	2,000	(1,800)	(47.4%)
5430	Telephone	5,500	7,330	133.3%	9,000	3,500	63.6%
5440	Water	2,800	2,288	81.7%	2,800	0	0.0%
5490	District Alarm System	0	0	0.0%	3,500	3,500	0.0%
	<b>Total Utilities</b>	<b>12,300</b>	<b>11,946</b>	<b>97.1%</b>	<b>17,300</b>	<b>5,000</b>	<b>40.7%</b>
5610	Equipment Maintenance	1,000	520	52.0%	1,000	0	0.0%
5620	Building Maintenance	2,800	2,798	99.9%	2,800	0	0.0%
5630	Grounds Maintenance	8,000	1,600	20.0%	8,000	0	0.0%
	<b>Total Repair &amp; Maintenance</b>	<b>11,800</b>	<b>4,918</b>	<b>41.7%</b>	<b>11,800</b>	<b>0</b>	<b>0.0%</b>
5821	Accounting & Audit	10,500	10,500	100.0%	19,000	8,500	81.0%
5831	Legal Counsel	45,000	11,371	25.3%	30,000	(15,000)	(33.3%)
5835	Safety Program	9,600	2,721	28.4%	9,600	0	0.0%
5843	Computer Expense	30,000	15,351	51.2%	22,000	(8,000)	(26.7%)
5847	Public Relations	15,000	9,192	61.3%	15,000	0	0.0%
5849	Professional Services	100,000	54,352	54.4%	60,000	(40,000)	(40.0%)
5851	Accounting Services	7,000	5,796	82.8%	15,000	8,000	114.3%
	<b>Total Professional Services</b>	<b>217,100</b>	<b>109,284</b>	<b>50.3%</b>	<b>170,600</b>	<b>(46,500)</b>	<b>(21.4%)</b>
6020	Admin Charges-SB County	10,000	0	0.0%	10,000	0	0.0%
6030	Debt Services Admin Fee	1,800	1,500	83.3%	1,800	0	0.0%
6031	LAFCO Pro-Rata Costs	4,250	4,858	114.3%	6,200	1,950	45.9%
6032	Regional Grant Planning	3,000	897	29.9%	3,000	0	0.0%
6033	Recycled Water System Develop	50,000	0	0.0%	50,000	0	0.0%
	<b>Total Other Expenses</b>	<b>69,050</b>	<b>7,255</b>	<b>10.5%</b>	<b>71,000</b>	<b>1,950</b>	<b>2.8%</b>
	<b>Total Administration Expenses</b>	<b>1,468,450</b>	<b>1,108,065</b>	<b>75.5%</b>	<b>1,469,400</b>	<b>950</b>	<b>0.1%</b>

## PLANT/COLLECTION DEPARTMENT EXPENSES

The Plant/Collection Department is responsible for carrying out the day-to-day operation and maintenance of the District's wastewater treatment facility and collection system. The projected FY 2022/23 budget for this department is \$3,182,800, which represents an increase of \$289,500 or 10.0% over the prior fiscal year.



## Plant/Collection Budget Account Highlights

### **Total Personnel Expenses**

Personnel costs make up 64.5% of the Plant/Collection Department's operating budget. This budget account funds all of the department wages, benefits, overtime, and standby duty costs. Standby pay will be compensated in FY 2022/23 at a rate of \$64.30 per day, as determined by a Board approved formula.

Expenditures in these accounts are projected to increase by \$190,000, or 10.2%, from the prior fiscal year.

A substantial fraction of the expected increase is associated with the proposed addition of a full-time Maintenance Worker position. This would increase the District's full-time staff positions to a total of 16, still well within historical staffing ranges. Addition of this position will offset certain contracted services (e.g. landscape maintenance) and will provide support to existing operations staff.

Other increases to total personal costs are attributable to a policy directed cost of living adjustment, merit-based wage increases and increases in related payroll expenses. Increases in CalPERS pension contributions and higher insurance premiums are other factors affecting the budget in this category.

### **General Expenses**

The total budget for this category is \$101,900, or 3.2% of the Plant/Collection Department budget. This reflects an increase of \$13,000 over the previous fiscal year. The proposed increase in this category is solely a consequence of recent increases in vehicle fuel prices. Costs for diesel and gasoline for on-road use have essentially doubled in the past 12 months.

### **Environmental Monitoring**

The projected budget for environmental monitoring is \$52,000, or 1.6% of the department budget. This represents a \$9,000, or 14.8%, decrease from the previous fiscal year. Laboratory equipment costs are projected to be lower than in the prior fiscal year.

### **Utilities**

The cost for utilities, which include water, electricity, natural gas, trash service, and USA (Underground Service Alert) is projected to be \$197,800, or 6.2% of the departmental budget. A decrease of \$23,500 in this category is proposed, primarily due to reduced energy consumption at the treatment facility and changes in time of use (TOU) periods by the utility provider.

### **Biosolids Disposal**

The District contracts with Engel & Gray, Inc. for biosolids hauling and composting. The cost for biosolids transport and off-site composting is currently \$55.26 per ton plus a variable fuel surcharge as set forth in the agreement. The budget for this account has been increased by 20% to a total of \$120,000. The proposed increase is attributed to a very significant increase in the fuel surcharge, which is tied to a diesel fuel cost index.

### **Supplies and Equipment**

This budget category includes the supply of chemicals, fuel, safety equipment and tools needed to operate the treatment plant and collection system. The major costs in this category are for polymer, odor control chemicals, and disinfection chemicals. The proposed budget for this category is \$238,500, which represents an \$18,000 or 7.0% decrease from the prior year budget for supplies and equipment. While certain chemical unit costs have increased sharply in recent months, District staff have achieved efficiencies in the chemical disinfection process that have substantially reduced the use of sodium hypochlorite and sodium bisulfite. These changes allow for the net decrease in budgeted costs for this category.

### **Repairs and Maintenance**

The total projected budget for repairs and maintenance is \$313,500, or 9.8% of the department budget. This is a net increase of \$94,000, or 42.8% above the prior fiscal year. Several factors are contributing to the adjustments in this category.

Pandemic related supply chain issues have made procurement of parts and equipment challenging over the past 24 months. An amended asset management strategy is proposed that would maintain more repair parts in inventory and have replacement equipment for mission critical functions on the shelf. This shift will result in higher projected costs for the Equipment, Treatment Plant and Lift Station Maintenance Accounts.

Building maintenance costs will increase over the prior year to cover the cost of replacing the roof for Lift Station No. 1.

Lastly, the District engaged a habitat restoration professional to maintain plantings and habitat installed as part of the Floodwall Replacement Project. Resource agency permits require the District to maintain and monitor the mitigation areas over a five-year period. An additional amount has been added to the grounds maintenance account to cover these permit required expenses.

### **Professional Services**

The projected budget for this category is \$106,900, or 3.4% of the overall department budget. An increase of \$23,000, or 27.4%, is expected in this expense category. In FY 2022/23 the budgeted costs for contract SCADA support was reduced because a large capital project to replace the SCADA servers was planned. For the coming fiscal year, SCADA related costs were increased modestly. Other software and hardware maintenance costs have also increased.

The remainder of this section presents detailed budget spreadsheets for the Plant/Collection Department.

CARPINTERIA SANITARY DISTRICT							
Plant/Collection Department							
		BUDGET	ACTUAL	EXPENDED	BUDGET	Increase	CHANGE
		2021/22	(11 mo.) 2021/22	%	2022/23	(Decrease)	%
5010	Regular Salaries	1,100,000	926,035	84.2%	1,215,000	115,000	10.5%
5015	Vacation Buy-back	18,000	3,267	18.2%	18,000	0	0.0%
5020	Temporary Staff	0			0	0	0.0%
5030	Overtime	12,000	9,806	81.7%	12,000	0	0.0%
5040	Special Duty Pay	46,000	39,896	86.7%	48,000	2,000	4.3%
Total Wages		1,176,000	979,004	83.25%	1,293,000	117,000	9.9%
5110	CalPERS UAL	156,000	154,205	98.9%	165,000	9,000	5.8%
5111	CalPERS	175,000	134,001	76.6%	190,000	15,000	8.6%
5112	Social Security	87,000	72,308	83.1%	95,000	8,000	9.2%
5120	Medical Insurance	165,000	187,751	113.8%	205,000	40,000	24.2%
5121	Employee Wellness Program	2,200		0.0%	2,200	0	0.0%
5122	Unemployment Ins	2,000	1,238	61.9%	2,000	0	0.0%
5123	Certification Incentive Program	12,000		0.0%	12,000	0	0.0%
5124	Long Term Disability	9,500	7,959	83.8%	10,500	1,000	10.5%
5126	Life Insurance	3,000	2,565	85.5%	3,000	0	0.0%
5127	Dental / Vision Plan	27,500	22,901	83.3%	27,500	0	0.0%
5128	Workers' Comp	45,000	30,108	66.9%	45,000	0	0.0%
5132	Employee Medical - Physical	2,000	1,430	71.5%	2,000	0	0.0%
Total Benefits		686,200	614,465	89.55%	759,200	73,000	10.6%
Total Wages & Benefits		1,862,200	1,593,470	85.57%	2,052,200	190,000	10.2%
5210	Departmental Expense	4,000	1,470	36.8%	4,000	0	0.0%
5215	Office Supplies	2,000	779	39.0%	2,000	0	0.0%
5241	Uniform Expense	11,500	8,732	75.9%	11,500	0	0.0%
5242	Membership and Dues	7,000	4,611	65.9%	7,000	0	0.0%
5244	Conference and Training	12,000	5,470	45.6%	12,000	0	0.0%
5246	Education Reimbursement	500		0.0%	500	0	0.0%
5260	Vehicle Fuel Expense	15,000	20,084	133.9%	28,000	13,000	86.7%
5265	Mileage Reimbursement	400	69	17.3%	400	0	0.0%
5270	Rent & Leases	1,500	30	2.0%	1,500	0	0.0%
5290	Licenses and Permits	35,000	26,593	76.0%	35,000	0	0.0%
Total General		88,900	67,838	76.31%	101,900	13,000	14.6%
5310	Monitoring Equipment	30,000	19,586	65.3%	21,000	(9,000)	(30.0%)
5320	Monitoring Lab Work	21,000	20,324	96.8%	21,000	0	0.0%
5330	Proposition 65 Clean Up Exp.	10,000		0.0%	10,000	0	0.0%
Total Environment & Monitoring		61,000	39,909	65.43%	52,000	(9,000)	(14.8%)

<b>CARPINTERIA SANITARY DISTRICT</b>							
<b>Plant/Collection Department - Continued</b>							
		<b>BUDGET</b>	<b>ACTUAL</b>	<b>EXPENDED</b>	<b>BUDGET</b>	<b>Increase</b>	<b>CHANGE</b>
		<b>2021/22</b>	<b>(11 mo.) 2021/22</b>	<b>%</b>	<b>2022/23</b>	<b>(Decrease)</b>	<b>%</b>
5410	Southern California Gas	1,500	1,600	106.6%	2,000	500	33.3%
5420	Southern California Electric	189,000	103,514	54.8%	165,000	(24,000)	(12.7%)
5430	Telephone	13,000	9,548	73.4%	13,000	0	0.0%
5440	Water	9,500	6,170	64.9%	9,500	0	0.0%
5450	Rubbish	6,000	4,955	82.6%	6,000	0	0.0%
5480	Underground Service Alert	2,300	1,463	63.6%	2,300	0	0.0%
	<b>Total Utilities</b>	<b>221,300</b>	<b>127,248</b>	<b>57.50%</b>	<b>197,800</b>	<b>(23,500)</b>	<b>(10.6%)</b>
5470	Biosolids Disposal	100,000	104,932	104.93%	120,000	20,000	20.0%
5510	General Supplies	15,000	12,461	83.1%	15,000	0	0.0%
5521	Odor Control Chemicals	51,000	10,003	19.6%	51,000	0	0.0%
5522	Disinfection Chemicals	151,000	78,583	52.0%	125,000	(26,000)	(17.2%)
5524	Polymers	20,000	26,589	132.9%	28,000	8,000	40.0%
5525	Tool / Small Parts	6,000	3,136	52.3%	6,000	0	0.0%
5526	Fuel, Diesel, Lubricants	7,500	4,163	55.5%	7,500	0	0.0%
5527	Safety Equipment	6,000	4,787	79.8%	6,000	0	0.0%
	<b>Total Supplies &amp; Equipment</b>	<b>256,500</b>	<b>139,722</b>	<b>54.47%</b>	<b>238,500</b>	<b>(18,000)</b>	<b>(7.0%)</b>
5610	Equipment Maintenance	15,000	8,555	57.0%	38,000	23,000	153.3%
5620	Building Maintenance	6,000	3,612	60.2%	21,000	15,000	250.0%
5630	Grounds Maintenance	2,500	9	0.4%	27,500	25,000	1000.0%
5640	Vehicles Maintenance	22,000	13,669	62.1%	15,000	(7,000)	(31.8%)
5650	Treatment Plant Maintenance	65,000	53,989	83.1%	85,000	20,000	30.8%
5680	Pump Station Maintenance	25,000	22,657	90.6%	43,000	18,000	72.0%
5690	Collection System Maintenance	84,000	75,066	89.4%	84,000	0	0.0%
	<b>Total Repair &amp; Maintenance</b>	<b>219,500</b>	<b>177,556</b>	<b>80.89%</b>	<b>313,500</b>	<b>94,000</b>	<b>42.8%</b>
5835	Safety Program	26,400	7,483	28.4%	26,400	0	0.0%
5843	Computer Expenses	27,000	27,944	103.5%	30,000	3,000	11.1%
5844	SCADA Related Exp.	30,000	16,836	56.1%	50,000	20,000	66.7%
5855	IDP Monitoring Services	500		0.0%	500	0	0.0%
	<b>Total Professional Services</b>	<b>83,900</b>	<b>52,263</b>	<b>62.29%</b>	<b>106,900</b>	<b>23,000</b>	<b>27.4%</b>
	<b>Total Plant/Collection Expenses</b>	<b>2,893,300</b>	<b>2,302,939</b>	<b>79.60%</b>	<b>3,182,800</b>	<b>289,500</b>	<b>10.0%</b>

## CAPITAL IMPROVEMENT PROJECTS

A significant portion of the District's projected overall budget for the 2022/23 fiscal year is allocated to capital improvement program (CIP) projects. These projects have been developed through long term planning efforts and through ongoing condition assessment of key infrastructure and equipment. They are complementary to several ongoing capital upgrades within the collection system, authorized in prior fiscal years, and are critical elements of the District's overall quality improvement plan.

### Planning Assumptions

The following assumptions were used in the development of the District's capital improvement projects for the coming fiscal year:

- The proposed CIP projects consist of projects from the District's long range Capital Improvement Program (2019-2029) and other necessary projects and equipment acquisitions.
- The District will fund the approved projects through a direct appropriation of operating revenue and dedicated reserves held in the General Fund into the Capital Improvement Fund.
- The overall funding goal of the District's long term CIP is a "pay-as-you-go" scenario, which avoids the need to incur additional long-term debt.
- Certain capacity related projects will be funded or partially funded with Development Impact Fees (DIF) collected by the District for new service connections. DIF monies are strictly accounted for to comply with state law.

### CIP Budget Components

The CIP section of the proposed budget for the 2022/23 fiscal year (Capitalized Expenditures) is a component of the Non-Operating Expense section as illustrated in the Budget Snapshot. The CIP budget includes the projected expenses for purchase of fixed assets/equipment as well as those expenses associated with infrastructure repair and replacement projects undertaken by the District.

The combined budgets for newly proposed and carry over CIP projects for the 2022/23 fiscal year is **\$7,312,000**. The list of projects and their funding source is provided below for ongoing and new capital projects.

#### Existing/Carryover CIP Projects

The District is currently implementing a number of capital improvement projects that have been authorized and funded by the Board of Directors in prior years. Each of these projects are expected to continue into the 2022/23 fiscal year. A list of ongoing or carryover CIP projects is presented in the following table.



CARPINTERIA SANITARY DISTRICT				
CAPITAL IMPROVEMENT PROJECT (CIP)				
Previously Authorized CIP Projects				
FY 2022/23				
CIP NO.	FUNDING SOURCE	DESCRIPTION	TOTAL PROJECT BUDGET	FY 2022/23 ALLOCATION
P-158	CIP	Admin Building Replacement Project	\$ 4,000,000	
P-188	CIP	Carpinteria Avenue Inverted Siphon Relocation	\$ 500,000	
P-199	CIP	Lab and Breakroom Improvements	\$ 150,000	
P-205	CIP	Vehicle Replacements - Collection Truck	\$ 107,000	
	CIP	Garage Building	\$ 250,000	
	CIP	Lower Lateral Rehabilitation Project	\$ 200,000	
	CIP	Lift Station No. 2 Structural Rehabilitation*	\$ 195,000	
	DIF	Lift Station No. 2 Force Main Realignment	\$ 700,000	
<b>Total CIP Carryover</b>			<b>\$ 6,102,000</b>	
* Project Scope and Title Modified from Prior Year				

Detailed project descriptions have been provided in previous year budget documents. Funds for these projects have been appropriated to the District’s dedicated CIP fund.

The Administration Building Replacement Project (P-158) is currently in construction, with work expected to wrap up in July of 2022. Final project accounting and payment of retained contractor earnings will follow. The currently authorized capital budget for this important project is \$4M.

In prior budget documents, and in historical CIP programming, the project listed above as **Lift Station No. 2 Structural Rehabilitation** had been identified as the **Wetwell Rehabilitation Project for Lift Station Nos. 1, 2 and 3**. The scope for this project was revised to focus entirely on Lift Station No. 2 and to incorporate other critical improvements at that site, in addition to restoration of the concrete wetwell. Future CIP projects will address necessary wetwell restoration at Lift Station Nos. 1 and 3.

**New CIP Projects**

The following table presents a summary of the new CIP projects proposed for implementation in the coming fiscal year. Detailed project descriptions with justifications are provided later in this section. Project numbers will be assigned at the time individual projects are initiated.

CARPINTERIA SANITARY DISTRICT				
CAPITAL IMPROVEMENT PROJECT (CIP)				
New CIP Projects				
FY 2022/23				
CIP NO.	FUNDING SOURCE	DESCRIPTION	TOTAL PROJECT BUDGET	BUDGET 2022/23
	CIP	CCTV Van Replacement	\$ 110,000	\$ 110,000
	CIP	Belt Filter Press Replacement	\$ 650,000	\$ 650,000
	CIP	Manhole Rehabilitation Program - Phase 3	\$ 125,000	\$ 125,000
	CIP	Odor Control Scrubber Fan Replacement	\$ 15,000	\$ 15,000
	CIP	Automatic Refrigerated Sampler Replacement	\$ 10,000	\$ 10,000
	CIP	Grit Pump Replacement	\$ 80,000	\$ 80,000
	CIP	Sawyer Avenue Sewer Realignment	\$ 165,000	\$ 165,000
	CIP	Lift Station No. 6 Force Main Realignment	\$ 55,000	\$ 55,000
<b>Total New CIP Budget</b>			<b>\$ 1,210,000</b>	<b>\$ 1,210,000</b>

## CIP Program Funding

### Current Year CIP Funding Allocation

Allocation of capital improvement funds for FY 2022/23 will occur once the recommended CIP projects are authorized by the District’s Board of Directors. Projects outlined in this section will be funded through a combination of current year operating revenue and existing cash reserves. The funding breakdown is detailed in the Pro-Forma worksheet.

A reconciliation of the restricted CIP fund will be completed concurrent with the FY 2022/23 budget approval process. The purpose of this reconciliation is to incorporate Board authorized adjustments to capital project costs and reflect cost savings realized on certain completed capital projects.

### Future CIP Project Funding

From a fiscal planning perspective, the District’s long range CIP should be considered a dynamic tool and as such should be reviewed and updated regularly to reflect the District’s changing infrastructure needs.

It is expected that future CIP projects will be funded from a combination of annual SSC revenue and cash reserves from the General Fund appropriated to the CIP Fund. This “pay-as-you go” approach will provide the necessary cash to pay for the improvements while avoiding additional long term debt as long as practical. The funding of future projects can, therefore, be tailored and managed on a cash flow basis.

CARPINTERIA SANITARY DISTRICT  
FY 2022/23 CAPITAL IMPROVEMENT PROGRAM  
PROJECT SUMMARY

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**PROJECT TITLE:** CCTV Van Replacement

**DESCRIPTION:** This project involves replacement of a 2009 model year van with a new, all-electric transit van. A new model year vehicle would be procured through the State of California CMAS Contract, once available, and will be equipped to serve as a direct replacement for the existing collection system CCTV van. The existing vehicle will be sold at public auction. The onboard EnviroSight camera unit and computerized inspection equipment, which was upgraded in 2019, will be removed and redeployed in the new van.

**BUDGET COST:** \$110,000

**FUND SOURCE:** CIP

**JUSTIFICATION:** The District’s current CCTV van is built on a 2009 Ford E450 Commercial Cutaway van with a box truck style body. The vehicle itself has been in continuous service since 2009 and is no longer as reliable as we require. Replacement with a fully electric van that is smaller and more nimble will greatly improve system efficiency and will reduce our carbon footprint. It is one step towards fleet electrification. The capital cost includes interior buildout and reinstallation of the CCTV equipment.



CARPINTERIA SANITARY DISTRICT  
FY 2022/23 CAPITAL IMPROVEMENT PROGRAM  
PROJECT SUMMARY

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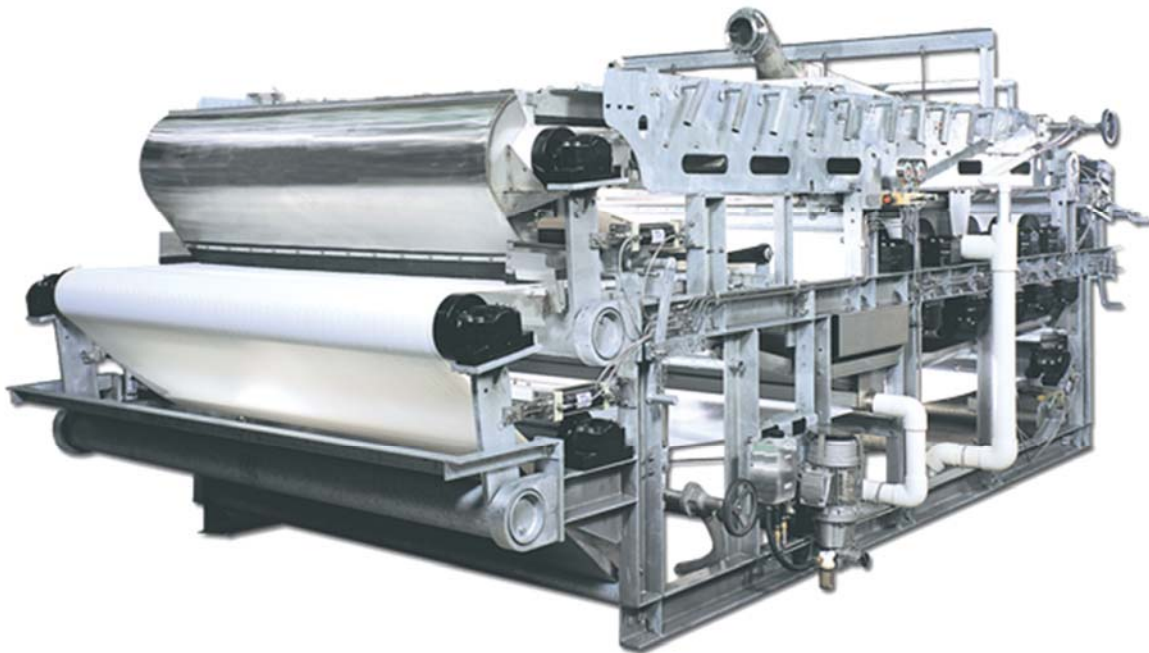
**PROJECT TITLE:** Belt Filter Press Replacement

**DESCRIPTION:** This project involves replacement of the existing Envirex 1-meter belt filter press used for solids dewatering at the treatment facility. The existing equipment would be replaced with a similarly sized and configured belt filter press.

**BUDGET COST:** \$650,000

**FUND SOURCE:** CIP

**JUSTIFICATION:** The District's existing belt filter press has been in continuous service since it was installed in approximately 1987. Although the Envirex press has been reliable, and District staff has been able to maintain and functionally rebuild the unit over the years, it is now functionally obsolete. The manufacturer is no longer making belt presses and parts are not available. Replacement with a similar filter press will ensure several more decades of reliable dewatering operation and will be used in tandem with our redundant screw press dewatering unit.



CARPINTERIA SANITARY DISTRICT  
FY 2022/23 CAPITAL IMPROVEMENT PROGRAM  
PROJECT SUMMARY

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**PROJECT TITLE:** Manhole Rehabilitation Program – Phase 3

**DESCRIPTION:** This project involves structural rehabilitation of deteriorated sewer manholes at various locations within the District’s wastewater collection system. Typical remedial approach includes surface preparation and interior coating with high-build 100% solids epoxy coating. Manholes that are highly compromised may require replacement or complete structural rehabilitation.

**BUDGET COST:** \$125,000

**FUND SOURCE:** CIP

**JUSTIFICATION:** Programmed manhole rehabilitation is a key element of the District’s collection system asset management program. Target manholes based on findings from a system-wide manhole inspection program completed in FY 2021/22. Contract documents will be developed in-house and we expect this phase to include structural restoration and coating of approximately 25 manholes.



CARPINTERIA SANITARY DISTRICT  
FY 2022/23 CAPITAL IMPROVEMENT PROGRAM  
PROJECT SUMMARY

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**PROJECT TITLE:** Odor Control Scrubber Fan Replacement

**DESCRIPTION:** Replacement of the fiberglass axial fan than conveys foul air from the treatment facility through the activated carbon odor control scrubber unit.

**BUDGET COST:** \$15,000

**FUND SOURCE:** CIP

**JUSTIFICATION:** Existing equipment was installed in the mid 1990's as part of the treatment facility upgrade and has reached the end of its service life. The scrubber fan operates in a harsh environment and internal parts have deteriorated. Replacement parts are unavailable for this 30 year old fan and in-kind replacement with a similar fiberglass unit is recommended.



CARPINTERIA SANITARY DISTRICT  
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**PROJECT TITLE:** Automatic Refrigerated Sampler Replacement

**DESCRIPTION:** This project involves replacement of the influent composite sampling unit at the treatment facility. This refrigerated sampler is programmable to collect wastewater samples that are flow-weighted over a 24-hour period as required by our NPDES permit. The refrigerated cabinet insures collected samples are properly preserved for subsequent analysis.

**BUDGET COST:** \$10,000

**FUND SOURCE:** CIP

**JUSTIFICATION:** The refrigerated sampler used in the headworks to collect influent samples for compliance and process monitoring purposes was damaged during a recent transient voltage spike at the treatment facility. Estimated repair costs, coupled with the age of the existing sampler, make replacement the best long term choice.



CARPINTERIA SANITARY DISTRICT  
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PROJECT SUMMARY

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**PROJECT TITLE:** Grit Pump Replacement

**DESCRIPTION:** This project involves replacement of two centrifugal grit pumps in the headworks of the treatment facility. These pumps convey grit from base of the vortex grit chamber to the grit classifier and ultimately to disposal. A specialty recessed impeller vortex pump is required for this purpose.

**BUDGET COST:** \$80,000

**FUND SOURCE:** CIP

**JUSTIFICATION:** The existing grit pumps, which operate in severe wear conditions, have reached the end of their useful service life. They have been well maintained since their installation, but have now deteriorated and become unreliable for continued use. In kind replacement with pumps designed for this specific high wear application is proposed.





CARPINTERIA SANITARY DISTRICT  
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PROJECT SUMMARY

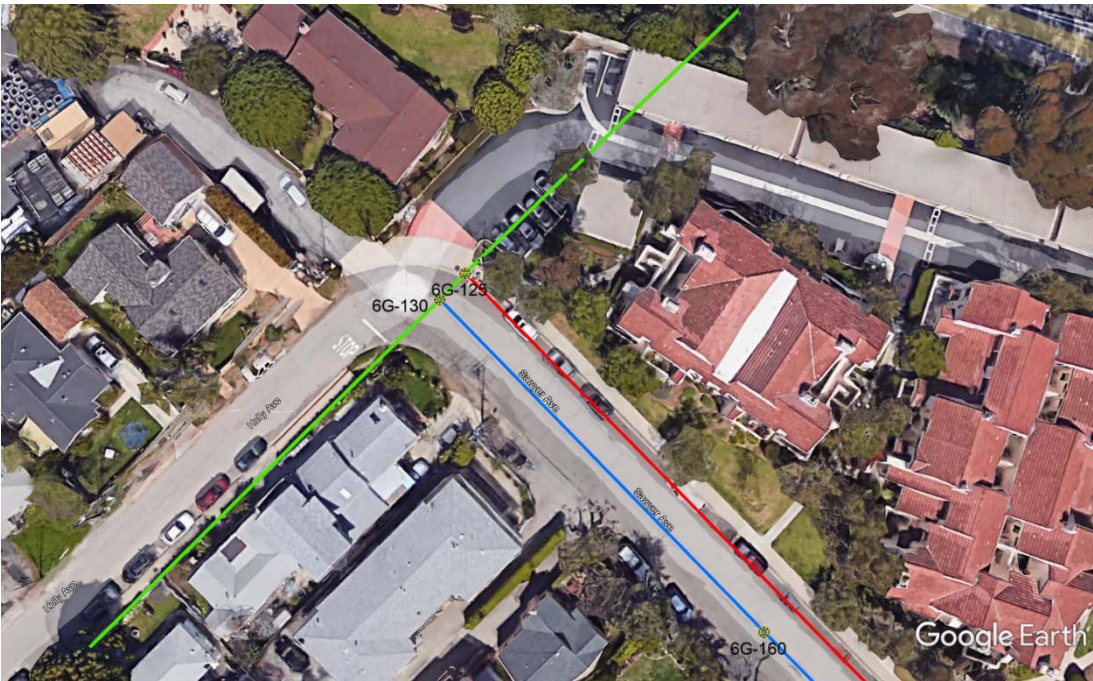
**PROJECT TITLE:** Sawyer Avenue Sewer Realignment

**DESCRIPTION:** This project is intended to address a significant gravity flow hydraulics issue near the intersection of Holly Avenue and Sawyer Avenue. A portion of one 6-inch diameter sewer would be replaced and upsized to accommodate flow diversion from a parallel 8-inch sewer and two lateral connections from the Beach Walk condominium development.

**BUDGET COST:** \$165,000

**FUND SOURCE:** DIF

**JUSTIFICATION:** Flow from an existing sewer in Sawyer Avenue, where it enters a manhole in Holly Avenue, is impaired due to the pipe's slope and entry configuration. Numerous remedial solutions were considered and the most cost effective approach involves abandoning a segment of this off-grade sewer and conveying the flow to a parallel sewer in Sawyer Avenue. A portion of this parallel sewer would be upsized to accommodate the increased flow. If feasible, this fix will minimize impacts to the existing trunk sewer in Holly Avenue that conveys much higher flows.



CARPINTERIA SANITARY DISTRICT  
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 PROJECT SUMMARY

**PROJECT TITLE:** Lift Station No. 6 Force Main Realignment

**DESCRIPTION:** This project involves extension of the 4-inch diameter force main from Lift Station No. 6, abandonment of an existing sewer manhole, and construction of a new sewer manhole at the revised discharge point.

**BUDGET COST:** \$55,000

**FUND SOURCE:** DIF

**JUSTIFICATION:** The County of Santa Barbara will be constructing a road improvement project on the eastern end of Santa Claus Lane that involves a new turnaround, highway on-ramp and bike path. They have required the District to relocate its existing sewer infrastructure that is in conflict with their design.

