

CARPINTERIA
Sanitary District

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Board of Directors

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

General Manager

Craig M. Murray, P.E.

June 18, 2024

Mr. Mike Damron
President
Board of Directors
Carpinteria Sanitary District

Re: Letter of Transmittal - FY 2024/25 Annual Budget

Submitted for your review is the proposed FY 2024/25 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 2024/25, the sewer service charge for a single family residential unit will increase from \$777.37 to \$800.70 per year. Non-residential rates will increase proportionally.

Overall, in FY 2024/25 we expect aggregate revenues to increase 7.0% and operating expenses to increase by 0.9% as compared to the prior fiscal year. The result being a projected debt ratio of 1.62, well above the minimum ratio of 1.25 required by a covenant of the District's outstanding debt. 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 2024/25 are projected to be \$7,767,080, or \$507,958 more 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 \$6,487,080 in the coming fiscal year. This is an increase of 2.7% or \$167,958 from previous fiscal year totals and is a net result of the aforementioned 3% rate increase, offset slightly by a decrease in non-residential SSC revenue resulting from a pattern of decreased water use in that sector. Residential SSC revenue will make up 79.1% of the total, with the non-residential sector contributing 20.9%.

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 is projected to be \$790,000 which is \$45,000 or 6.0% 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. 18 was adopted to set the base DIF amount for the 2022/23 fiscal year. Commencing July 1st 2024, the DIF for a single dwelling unit will be \$6,746. This is an increase of approximately 2.6% or \$170 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, and other miscellaneous fees and charges. Interest income is projected to increase significantly as short term interest rates continue to trend upward.

The District repaired the foundation supporting the floodwall along the north-eastern boundary of its wastewater treatment facility in response to damage incurred during the January 9, 2023 storm flow event in Carpinteria Creek. A larger project to repair damage to the District's ocean outfall caused by the same storm event was completed in late 2023. The repair has been approved for reimbursement funding from FEMA and CalOES and we expect to receive grant revenue of approximately \$215,000.

OPERATING EXPENSES

Overall operating expenses are expected to increase by 0.9% or \$48,990 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 2024/25 are projected to be \$237,890 or 7.5% higher than the prior fiscal year. This increase results from the net effect of a cost of living increase, merit increases and an approved increase to Standby Duty pay.

The Salary Matrix included in the budget document reflects a 2.8% 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 Board retains full discretion in implementation of any cost of living adjustment to staff compensation levels.

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. Currently, 50% of District staff members are enrolled under PEPRA.

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 2024/25 are projected to increase modestly. Rates for workers compensation coverage are associated with an experience modification factor which is a direct reflection of claims performance. 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 \$365,100, which represents an increase of 9.7% or \$32,400 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 \$51,000, which represents no change over 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 \$343,800 or 6.4% of the total operating budget. This reflects a decrease of \$15,500 or 4.3% from the previous fiscal year. The decrease is attributed to an adjustment to be more closely aligned with actual energy costs incurred in the previous fiscal year.

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 diesel fuel index. Based on higher projected fuel costs, the budget of \$165,000 represents an increase of \$30,000 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 \$302,500, or about 5.6% of the total operating budget. This is a decrease of \$6,000 or 1.9% 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 \$388,200, or 7.2% of the total operating budget. This is a net decrease of \$194,000 or 33.33% from the previous year's projection. The significant decrease reflects an abnormally high expenditure for unexpected outfall repairs during fiscal year 2023/24 that will not recur in 2024/25.

Professional Services. Professional service costs in FY 2024/25 are projected to be \$250,000 or 4.7% of the overall budget. This represents a decrease of 9.2% or \$25,400 over the previous fiscal year budget.

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 funds 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 \$70,600 or 1.3% of the operating budget.

NON-OPERATING EXPENSES

Capital Improvement Projects. The proposed budget for new Capital Improvement Program (CIP) projects in FY 2024/25 is \$935,000. Five discrete projects or procurements are proposed. In addition, a budget augmentation for the previously authorized Belt Filter Press Replacement Project is proposed. This project was also combined with the Solids Transfer and Dewatering Improvements Project. The current budget for the combined project of \$775,000 would be increased by \$525,000 to a total of \$1,300,000.

The proposed new projects, budget amendment, and previously authorized capital projects would result in an authorized aggregate total of \$3,425,000 in capital expenditures. The new projects proposed for the coming year are relatively small when compared to capital spending in a typical year. However, District staff will be focused on completing projects currently underway and on design related activities for CAPP.

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 2024/25 budget, as presented, results in a debt service ratio (revenue minus operating expenses divided by debt service obligation) of 1.62, which exceeds the minimum required ratio of 1.25.

CASH POSITION

It is estimated that FY 2024/25 will start with a beginning combined cash and equivalent balance of about \$11.2M and will end with a combined cash balance, after payment of projected operating and non-operating expenses, of about \$11.7M. A higher balance may exist at the end of FY 2024/25 depending on the status of authorized capital improvement projects.

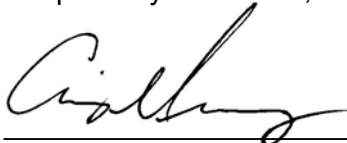
A LOOK INTO THE FUTURE

The District's priorities continue to be focused on system reliability and energy efficiency. As mentioned, the CAPP project being pursued in partnership with the Carpinteria Valley Water District (CVWD) is a substantial undertaking that will demand significant resources as it moves through final design and into implementation. While capital funding for CAPP will be largely provided by CVWD, through State and Federal grants and low interest loans, the District's budget includes certain financial contributions and will definitively alter the annual budget process in years to come.

The District continues to work diligently to control costs, and we have developed a lean operating budget for FY 2024/25. 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,



Craig M. Murray, P.E.
General Manager

Enclosures: 1. Resolution No. R-372
 2. Fiscal Year 2024/25 Budget

RESOLUTION NO. R-372

A RESOLUTION OF THE BOARD OF DIRECTORS OF CARPINTERIA SANITARY DISTRICT ADOPTING THE FISCAL YEAR 2024/25 FINAL OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET FOR THE CARPINTERIA SANITARY DISTRICT AND SETTING THE ANNUAL APPROPRIATIONS LIMIT

The Board of Directors of the Carpinteria Sanitary District (“District”) does resolve as follows:

SECTION 1: FINDINGS. The Board of Directors finds and declares as follows:

- A. The Board of Directors reviewed the proposed final Operating and Capital Improvement Program (“CIP”) Budget (“Budget”) for the District for fiscal year 2024/25; and
- B. The Operating and CIP Budget are based upon appropriate estimates and financial planning for the District’s operations, debt and capital improvements; and
- C. The Board of Directors is fully informed regarding the District’s current finances, projected revenue, and financial obligations; and
- D. It is in the public interest for the Board of Directors to adopt the Budget and CIP as proposed by the General Manager.

SECTION 2: ADOPTION. The Budget and the CIP projects as incorporated by reference to this Resolution are approved and adopted subject only to the authorizations set forth below.

SECTION 3: APPROPRIATIONS LIMIT.

- A. Article XIII B of the California Constitution requires the District to set its Appropriations Limit on an annual basis.
- B. The District’s Appropriations Limit may be adjusted annually based upon inflation and population growth.
- C. The Board of Directors may choose the method of calculating adjustments to the District’s Appropriations Limit on an annual basis. For inflation, pursuant to Article XIII B, § 8(e)(2), adjustments to the Appropriations Limit may be calculated using either the percentage change in per capita personal income from the preceding year or the percentage change in the local assessment roll from the preceding year because of local nonresidential new construction. For population growth, pursuant to Government Code § 7901(b), the District may either use the percentage growth either in its jurisdiction or from the surrounding county.

- D. Pursuant to Article XIII B of the California Constitution, and those Government Code sections adopted pursuant to Article XIII B, § 8(f), the Board of Directors chooses to adjust the District's Appropriations Limit by calculating inflation using the California per capita personal income growth and calculating population growth by using the percentage change in population in Santa Barbara County.
- E. As a result of the adjustments made to the District's Appropriations Limit, the Board of Directors sets the Appropriations Limit for fiscal year 2024/25 at \$4,866,517.

SECTION 4: BUDGET APPROPRIATIONS. Based upon the Budget, the total General Fund operating budget, including transfers, is \$5,360,900. The Overall District Budget is \$7,256,733 including debt service and current year CIP projects. The General Manager, or designee, is authorized to implement the appropriations.

SECTION 5: CIP APPROPRIATIONS. Based upon the CIP, a total of \$935,000 is appropriated for capital improvement projects for fiscal year 2024/25. The General Manager, or designee, is authorized to implement the CIP.

SECTION 6: FUND OPERATING RESERVES. The General Manager, or designee, may appropriate any remaining revenues at the close of fiscal year 2024/25 into the applicable Fund operating reserve per Governmental Accounting Standards Board (GASB) Statement No. 54.

SECTION 7: BUDGET ADJUSTMENTS. The Budget may be subsequently adjusted as follows:

- A. By majority vote of the Board of Directors;
- B. By the General Manager, or designee, for all appropriation transfers between programs and appropriation units (e.g., salaries and benefits, services and supplies, and capital outlay) within programs;
- C. Objects code expenditures within appropriation units in a program are not restricted so long as funding is available in the appropriation unit as a whole.

SECTION 8: CONTRACTING AUTHORITY.

- A. The General Manager, or designee, is authorized to bid and award contracts for the equipment, supplies, and services approved in the Budget.
- B. The General Manager or designee, is authorized to execute all contracts awarded for equipment, supplies, and services approved in the Budget.
- C. For all other services, equipment, and supplies, the General Manager or designee, is authorized to execute contracts in accordance with the District's Ordinances.

SECTION 9: The Secretary is directed to certify the adoption of this Resolution; record this Resolution in the book of the District’s original resolutions; and make a minute of the adoption of the Resolution in the Board of Director’s records and the minutes of this meeting.

SECTION 10: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED, APPROVED, AND ADOPTED by the Governing Board of the Carpinteria Sanitary District on June 18, 2024, and carried by the following roll call vote:

AYES: Modugno, Damron, Velasco, Graf, Murphy

NAYS: None

ABSENT: None

ABSTENTIONS: None

Resolution No. R-372 was thereupon declared, carried, and adopted.

Dated this 18th day of June 2024.

We certify that the above is a true and correct copy of Resolution No. R-372, adopted by the Board of Directors of the Carpinteria Sanitary District on June 18, 2024.

APPROVED:

Mike Damron
President, Board of Directors

ATTEST:

Debbie Murphy
Secretary, Board of Directors

Carpinteria Sanitary District

FISCAL YEAR 2024/25 BUDGET



BOARD OF DIRECTORS

Mike Damron — President
Gerald Velasco — President Pro-Tem
Mike Modugno — Treasurer
Debbie Murphy — Secretary
Lin Graf — Secretary Pro-Tem

DISTRICT STAFF

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



Carpinteria Sanitary District
5300 Sixth Street
Carpinteria, CA 93013
www.carpsan.com

DISTRICT BOARD OF DIRECTORS AND STAFF

BOARD OF DIRECTORS

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

Mike Modugno	Chairperson
Michael Damron	Member

Joint Utilities Committee

Lin Graf	Chairperson
Debbie Murphy	Member

Public Relations Committee

Debbie Murphy	Chairperson
Mike Modugno	Member

Coastal Districts Financing Authority

Michael Damron	Member
Gerald Velasco	Member

Personnel Committee

Gerald Velasco	Chairperson
Lin Graf	Member

Recycled Water Committee

Gerald Velasco	Chairperson
Mike Modugno	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, Recycled Water, Coastal District's Financing Authority and Ad-Hoc committees do not have a set meeting schedule, but rather meet on an as-needed basis. All committee meetings are noticed 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

Burke, Williams & Sorenson, LLP - 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 2024/25 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.
- Build a framework for implementation and operation of the Carpinteria Advanced Purification Project over the long term.

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 2024/25 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 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.
- 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, and integrate into a more comprehensive Enhanced Source Control Program intended to reduce the introduction of toxic or harmful substances into the wastewater system which may negatively impact the system.

- 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.

- Utilize the computerized hydraulic model to evaluate collection system capacity for specific areas of growth and for long term regional planning for housing needs.

Current Year Highlights

- **Reliability and Redundancy.** Going into FY 2024/25, the District will continue to make meaningful investments in equipment and spare parts intended to enhance system reliability. Comprehensive condition and vulnerability assessments have highlighted the most critical systems and equipment District wide. Strategic purchases of pumps, electrical components and repair parts will allow for immediate response to failures or proactive replacement of crucial equipment to ensure 100% up time. In recent years, equipment and parts availability has been seriously stressed and keeping a larger inventory of spare and replacement items is increasingly important.
- **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 currently in the final design phase and expected to go to bid in FY 2024/25. Although, CAPP is intended as a water supply project primarily, and CVWD is expected to fund implementation and future operations, CSD will continue to contribute resources to critical design period activities. The District will ultimately operate the new advanced water treatment plant that is the key element of the CAPP. This will require highly trained operations staff that are not likely to be available in the local market when the facility comes online. In anticipation of this gap, we plan to continue training and development of junior level staff. At some point in time, CAPP associated staff costs will be borne by CVWD.

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. The City of Carpinteria is home to approximately 13,000 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 13,000 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 were historically elected on an at-large basis by registered voters living within the District's service area. However, beginning with election year 2024, the District has transitioned to a division based elections system with individual directors serving one of five defined geographic regions. For more information on the District's transition to division based elections you may visit <https://carpsan.com/transitiontobydistrictelections/>.

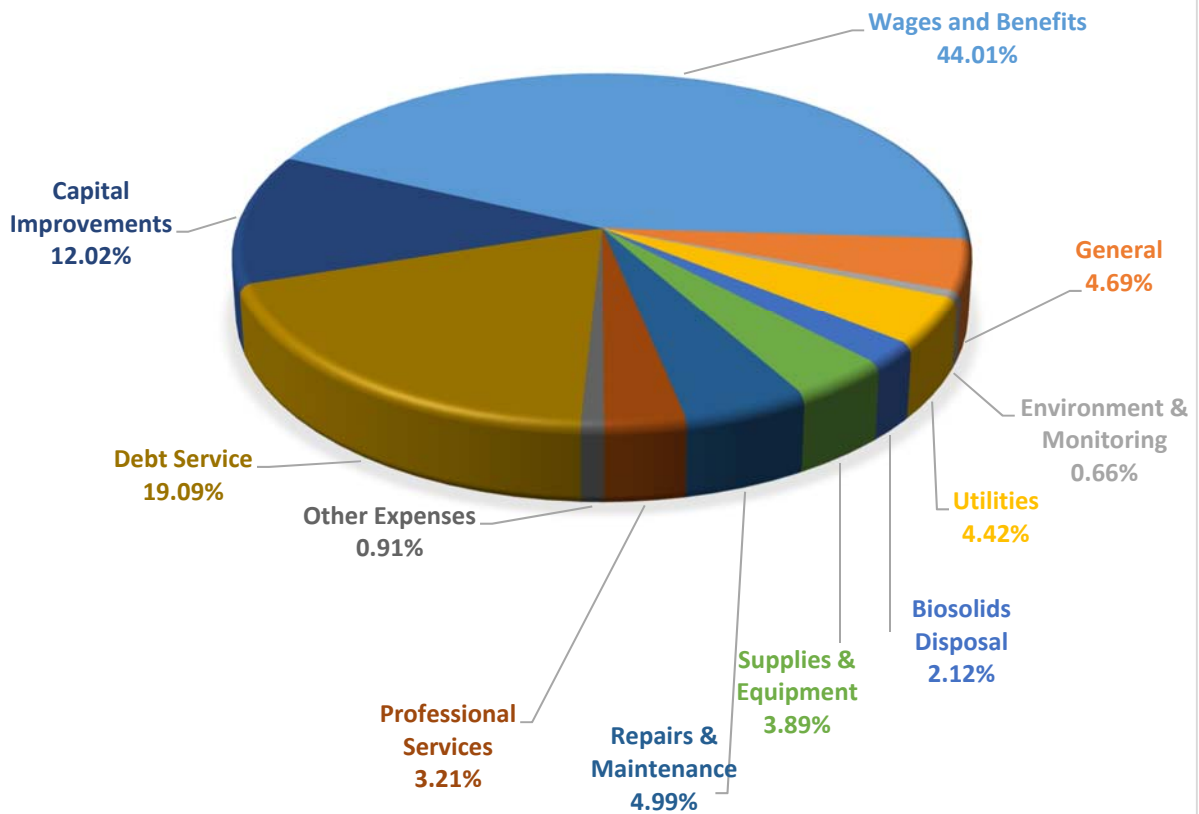
BUDGET SUMMARY

The remainder of this section contains figures and financial data in spreadsheet format that summarize the proposed FY 2024/25 budget, as follows:

- **Budget Snapshot** – brief overview of the proposed FY 2024/25 budget
- **Expense Summary Chart** – graphical presentation of projected expenses
- **Pro-Forma Statement** – historical comparison of proposed FY 2024/25 budget
- **Bond 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 2024/25

CARPINTERIA SANITARY DISTRICT				
BUDGET SNAPSHOT				
	BUDGET	BUDGET	BUDGET	CHANGE
	2023/24	2024/25	Inc/(Dec)	%
REVENUES				
Sewer Service Charges (SSC)	6,319,122	6,487,080	167,958	2.7%
Property Taxes	750,000	795,000	45,000	6.0%
Interest Income	150,000	250,000	100,000	66.7%
Development Impact Fees (DIF)	-	-	-	0.0%
Other Fees and Income	20,000	20,000	-	0.0%
Other Sources of Cash/Grants & Dedications	20,000	215,000	195,000	975.0%
Total Gross Revenues	7,259,122	7,767,080	507,958	7.0%
EXPENSES				
Operating Expenses				
Wages	2,068,710	2,227,500	158,790	7.7%
Benefits	1,118,100	1,197,200	79,100	7.1%
General	332,700	365,100	32,400	9.7%
Environment & Monitoring	51,000	51,000	-	0.0%
Utilities	359,300	343,800	(15,500)	(4.3%)
Biosolids Disposal	135,000	165,000	30,000	22.2%
Supplies & Equipment	308,500	302,500	(6,000)	(1.9%)
Repairs & Maintenance	582,200	388,200	(194,000)	(33.3%)
Professional Services	275,400	250,000	(25,400)	(9.2%)
Other Expenses	81,000	70,600	(10,400)	(12.8%)
Total Operating Expenses	5,311,910	5,360,900	48,990	0.9%
Non-Operating Expense				
Debt Service	1,181,938	1,181,813	(125)	(0.0%)
Admin Building Financing Fund	304,658	304,021	(638)	(0.2%)
Capital Improvements - Carry Over (1)	6,102,000	2,490,000	(3,612,000)	(59.2%)
Capital Improvements	1,155,000	935,000	(220,000)	(19.0%)
Total Non-Operating Expenses (2)	2,641,596	2,420,833	(3,832,763)	(145.1%)
Total Uses of Cash	7,953,506	7,781,733		
Surplus (Deficit) for the Year	(694,384)	(14,653)		
Estimate Year End Cash Balance	\$10,947,802	\$11,186,048		
<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 2024/25



**CARPINTERIA SANITARY DISTRICT
 PROFORMA STATEMENT**

Description	Actual Unaudited	Budget	Projected	Budget	Projected			
	(11 mo) 2023/24	2023/24	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
Revenue								
Sewer Service Charge	6,300,000	6,319,122	\$ 6,300,000	\$ 6,487,080	6,681,692	6,882,143	7,088,607	7,301,266
Property Taxes	750,000	750,000	793,025	795,000	810,900	827,118	843,660	860,534
Interest Income	399,321	150,000	399,321	250,000	262,500	275,625	289,406	303,877
Development Impact Fees (DIF)	-	-	0	0	0	0	0	0
Other Fees and Income	17,964	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Other Source of Cash/Grant	-	20,000		215,000	0	0	0	0
Total Revenue	7,467,285	7,259,122	7,512,346	7,767,080	7,775,092	8,004,886	8,241,674	8,485,676
Expenses								
Wages	1,676,477	2,068,710	2,011,773	2,227,500	2,338,875	2,455,819	2,578,610	2,707,540
Benefits	912,745	1,118,100	1,095,293	1,197,200	1,257,060	1,319,913	1,385,909	1,455,204
General Operating Expenses	261,152	332,700	313,383	365,100	376,053	387,335	398,955	410,923
Environmental Monitoring	36,558	51,000	43,870	51,000	52,530	54,106	55,729	57,401
Utilities	276,015	309,300	331,218	343,800	360,990	379,040	397,991	417,891
Biosolids Disposal	137,035	135,000	164,442	165,000	169,950	175,049	180,300	185,709
Supplies and Equipment	234,609	301,500	281,531	302,500	311,575	320,922	330,550	340,466
Repairs and Maintenance	502,669	362,200	603,203	388,200	403,728	419,877	436,672	454,139
Professional Services	114,586	275,400	137,503	250,000	262,500	275,625	289,406	303,877
Other Expenses	40,700	80,300	48,840	70,600	72,718	74,900	77,147	79,461
Total Operating Expenses	4,192,546	5,034,210	5,031,056	5,360,900	5,605,979	5,862,584	6,131,268	6,412,611
O & M Increase (Decrease) %				6.5%	4.6%	4.6%	4.6%	4.6%
Scheduled Installment Payment - Bond	1,180,763	1,180,563	1,181,938	1,181,813	1,180,563	236,613	236,613	241,013
Scheduled Installment Payment - Admin	304,658	304,375	304,658	304,021	304,587	304,073	304,480	303,807
CIP-Previously Authorized/Carry Over(1)		2,965,000	2,615,000	2,490,000				
CIP - Current Year	387,225	160,000	387,225	935,000	1,200,980	1,544,950	1,438,800	1,213,520
Total Non-Operating Expenses	1,872,646	1,644,937	1,873,821	2,420,833	2,686,129	2,085,636	1,979,893	1,758,340
Surplus (Deficit) for the Year	1,706,751	579,975	607,470	(14,653)	(517,016)	56,666	130,513	314,725
Debt Services Ratio (>1.25%)	2.20	1.50	1.67	1.62	1.46	3.96	3.90	3.81
Projected Year End Cash Balance (2)	\$ 10,593,231	\$ 10,947,802	\$ 11,200,701	\$ 11,186,048	\$ 10,669,032	\$ 10,725,698	\$ 10,856,211	\$ 11,170,936

(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

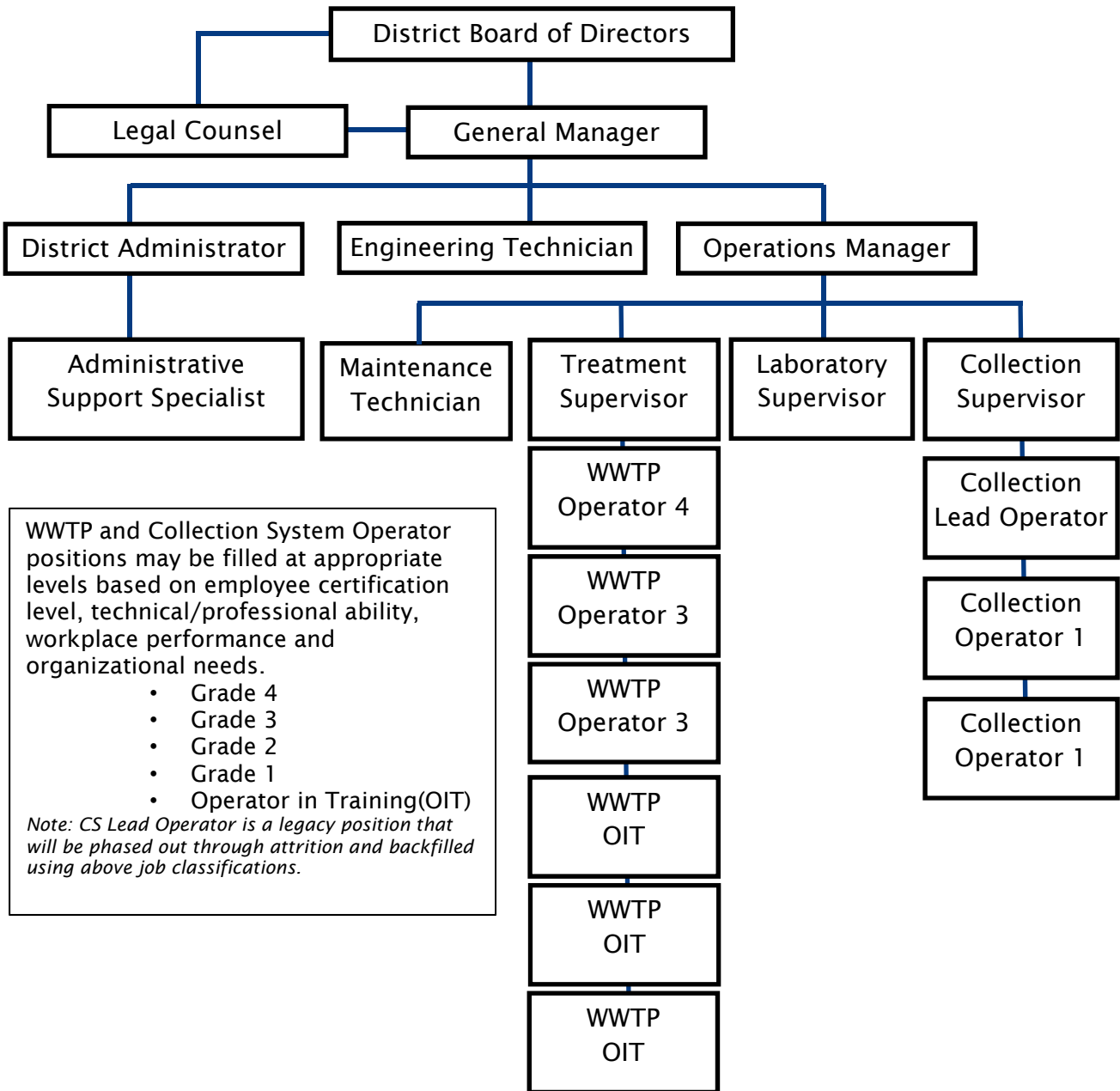
CARPINTERIA SANITARY DISTRICT				
2012 WASTEWATER REVENUE BONDS - DEBT SERVICE SCHEDULE				
Date	Principal	Interest	Semiannual Total	Fiscal Total
8/1/2013	\$ 565,000.00	\$ 356,466.52	\$ 921,466.52	
2/1/2014		266,231.25	266,231.25	1,187,697.77
8/1/2014	670,000.00	266,231.25	936,231.25	
2/1/2015		256,181.25	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
8/1/2022	905,000.00	149,781.25	1,054,781.25	
2/1/2023		127,156.25	127,156.25	1,181,937.50
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
Totals	\$ 13,630,000.00	\$ 5,812,591.52	\$ 19,442,591.52	\$ 19,442,591.52

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 2024/25



WWTP and Collection System Operator positions may be filled at appropriate levels based on employee certification level, technical/professional ability, workplace performance and organizational needs.

- Grade 4
- Grade 3
- Grade 2
- Grade 1
- Operator in Training(OIT)

Note: CS Lead Operator is a legacy position that will be phased out through attrition and backfilled using above job classifications.

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
- Other Sources of Cash/Grant

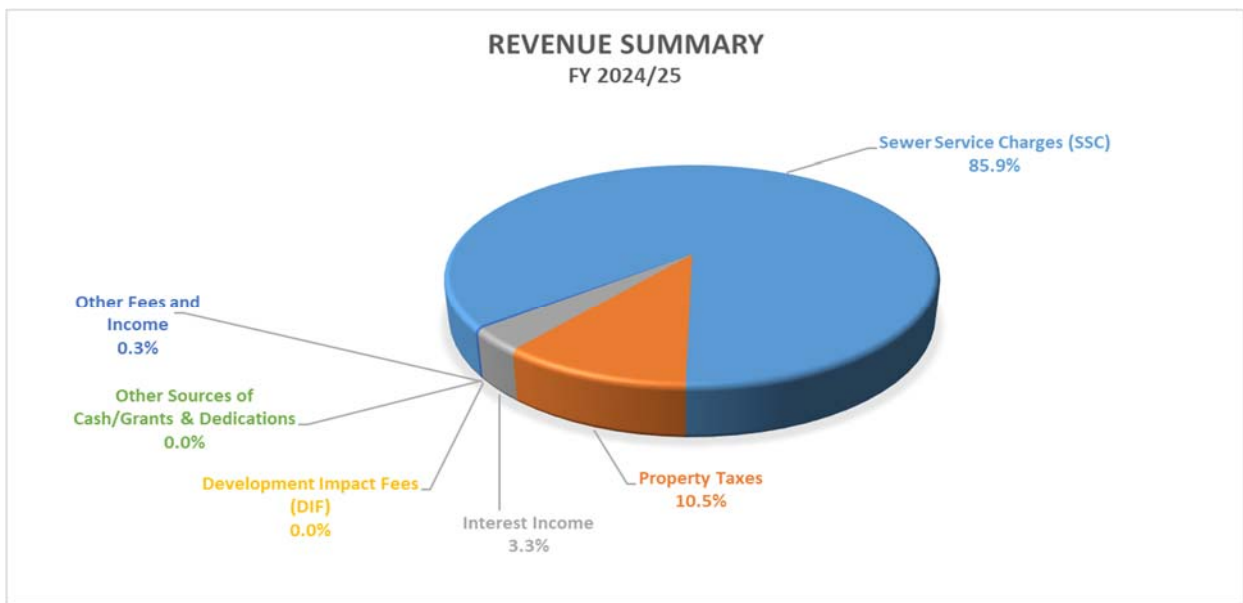
CARPINTERIA SANITARY DISTRICT		
REVENUE ACCOUNT DETAIL		
Account Number	Account Title	Description
3100	Sewer Service Charges (SSC)	This account represents the total aggregate SSC that the District projects will be collected during the year, per Ordinance 17. Non-residential SSCs are based on water use and wastewater strength.
3130	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.
3300	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.
3400	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.
3412	Other Sources of Cash/Grants & Dedications	This account represents the amount to be received from various grants, dedications or reimbursements.
3150 3410 3430	Other Fees and Income	These accounts represent miscellaneous fees charged by the District for service provided. These include sewer service permit fees, plan check fees, and inspection fees. Other miscellaneous revenue is covered under these accounts.

Revenue Summary

The total projected revenue for FY 2024/25 is shown in the following table:

	BUDGET 2023/24	BUDGET 2024/25	BUDGET Inc/(Dec)	CHANGE %
Sewer Service Charges (SSC)	\$6,319,122	\$6,487,080	167,958	2.7%
Property Taxes	750,000	795,000	45,000	6.0%
Interest Income	150,000	250,000	100,000	66.7%
Development Impact Fees (DIF)	-	-	-	
Other Fees and Income	20,000	20,000	-	0.0%
Other Sources of Cash/Grants & Dedications	20,000	215,000	195,000	975.0%
Total Gross Revenues	\$ 7,259,122	\$ 7,767,080	\$ 507,958	7.0%

Sewer service charges make up 87.1% of the District's total revenue. The following figure shows a percentage breakdown of projected revenue for the 2024/25 fiscal year by source.



SEWER SERVICE CHARGES

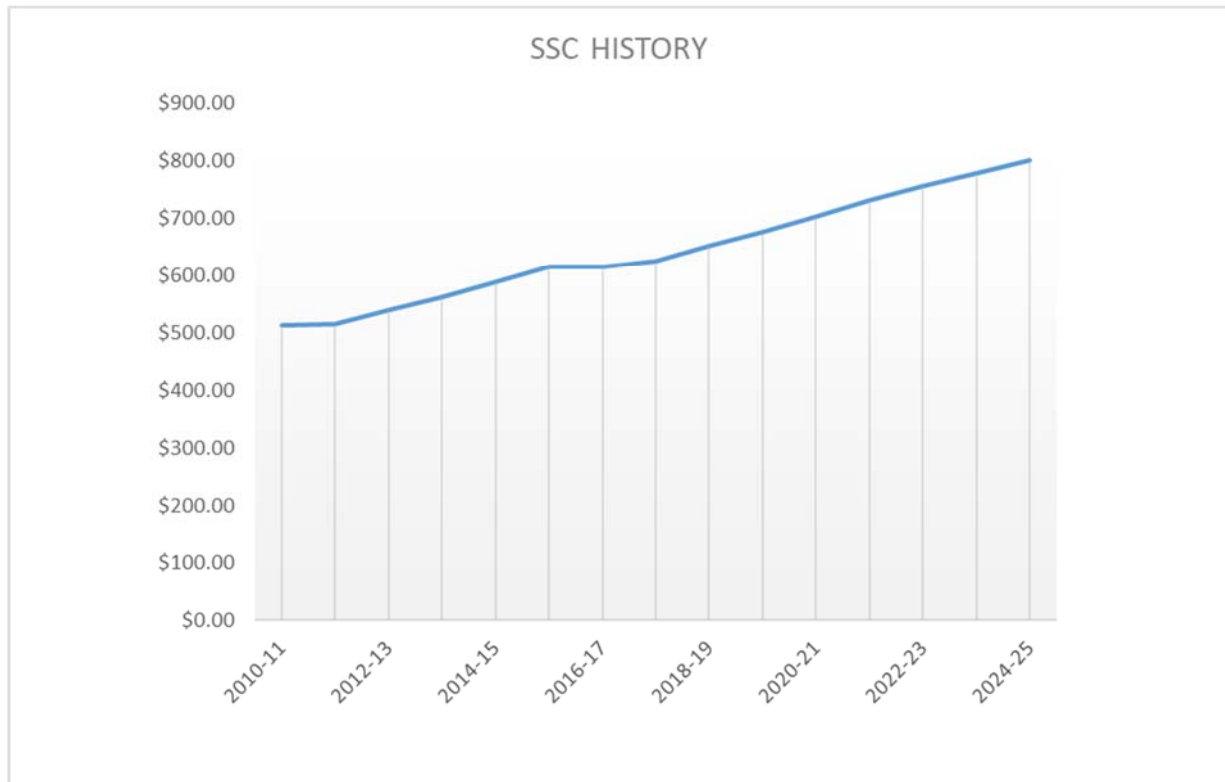
During FY 2021/22, the District engaged a financial consultant to conduct a comprehensive Wastewater Rates and Fees Study. This study included a comprehensive review of the District's financial plan, user classifications, and rate structure for the wastewater enterprise. The consultant also reviewed 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 2024/25, the annual charge per unit will be \$800.70 per year, reflecting a 3.0% 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 \$5,133,328 or 79.1% of the total SSC revenue. This represents an increase of approximately \$154,000 from FY 2023/24 projections. Currently, the total number of residential dwelling units being served by the District is 6,411.

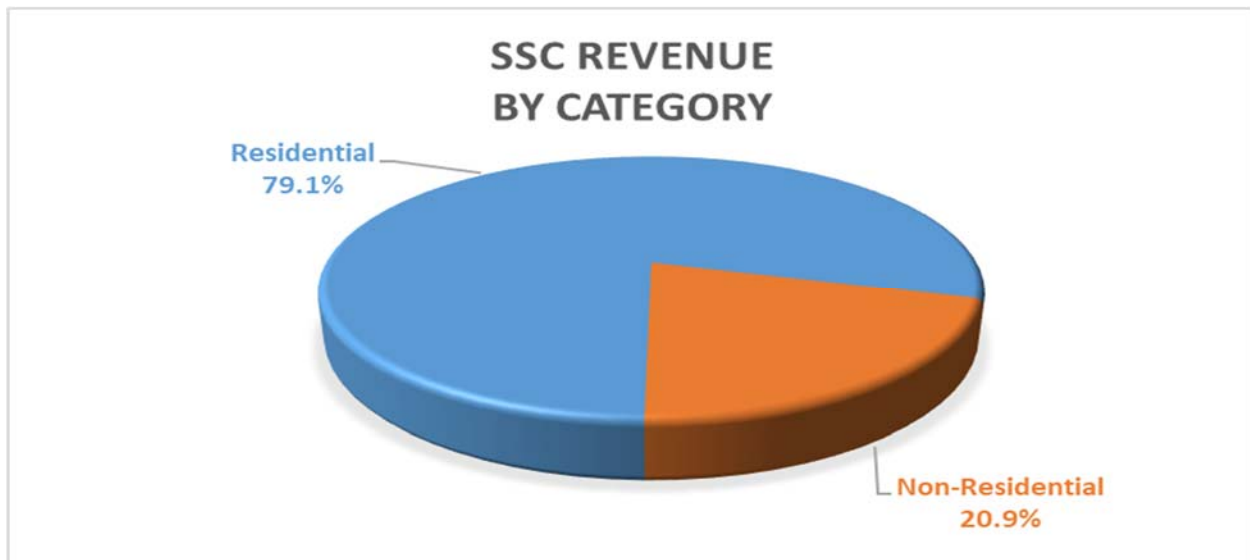
Non-Residential Sewer Service Charges

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 \$800.70 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 2024/25 is projected to be \$1,353,750 or 20.9% of the District's total SSC revenue. This represents a revenue increase of 1.0%, despite the base rate increase of 3.0%.

Decreased water use within certain non-residential sectors, attributable to pandemic related changes in building occupancy and ongoing conservation efforts, has contributed to this lower than anticipated increase in SSC revenue. Because non-residential SSC calculations utilize 3-year rolling average water use factor, we expect this trend to continue until commercial water use rebounds.



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 \$795,000, which reflects an approximate increase of 6.0% over the prior year projection for this revenue category. This estimate is based on actual property tax revenue received in FY 2023/24.

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:

Appropriation Limit Calculation		FY 2023/24	FY 2024/25
A	Prior Year Appropriation Limit	\$5,047,052	\$5,195,940
B	Change in Calif. Per Capita Income	1.042	0.948
C	Change in District’s Population	0.9880	0.9880
C1	Change in County Population	0.976	0.9760
D	Multiplying Factor	1.0295	0.9366
	(Larger of C or C1 times B)		
E	New Appropriation Limit	\$5,195,940	\$4,866,517
F	Property Tax Collected/ Estimate	\$750,000	\$765,000
G	Under Limit	\$4,445,940	\$4,101,517

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 2024/25 is projected to be \$250,000. This is an increase of \$100,000 from the previous fiscal year projection and it is due to increases in short term interest rates seen in 2023/24.

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.

The 2022 Wastewater Rates and Fees Study, prepared by Raftelis Financial Consultants, established a new baseline DIF that reflected the applicable capital cost recovery amount of \$6,230 per new equivalent dwelling unit (EDU). This new baseline DIF, authorized by Ordinance No. 18, escalates annually on July 1st of each year based on the Engineering News Record Construction Cost Index (ENR-CCI, 20 City Index). The DIF amount per EDU in FY 2024/25 will be increased to \$6,746.

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.

Description	Amount	
Development Impact Fee, Fiscal Year 2023/24		\$6,576
ENR-CCI, 20 City Index		
ENR-CCI, 20 City Index, December Year 2023	13,515	
ENR-CCI, 20 City Index, December Year 2022	13,175	
Changes	340	
Changes in Percentage	2.58%	
Increase (Decrease)		\$170
DIF Amount Effective July 1, 2024		<u>\$6,746</u>

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 2024/25 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.

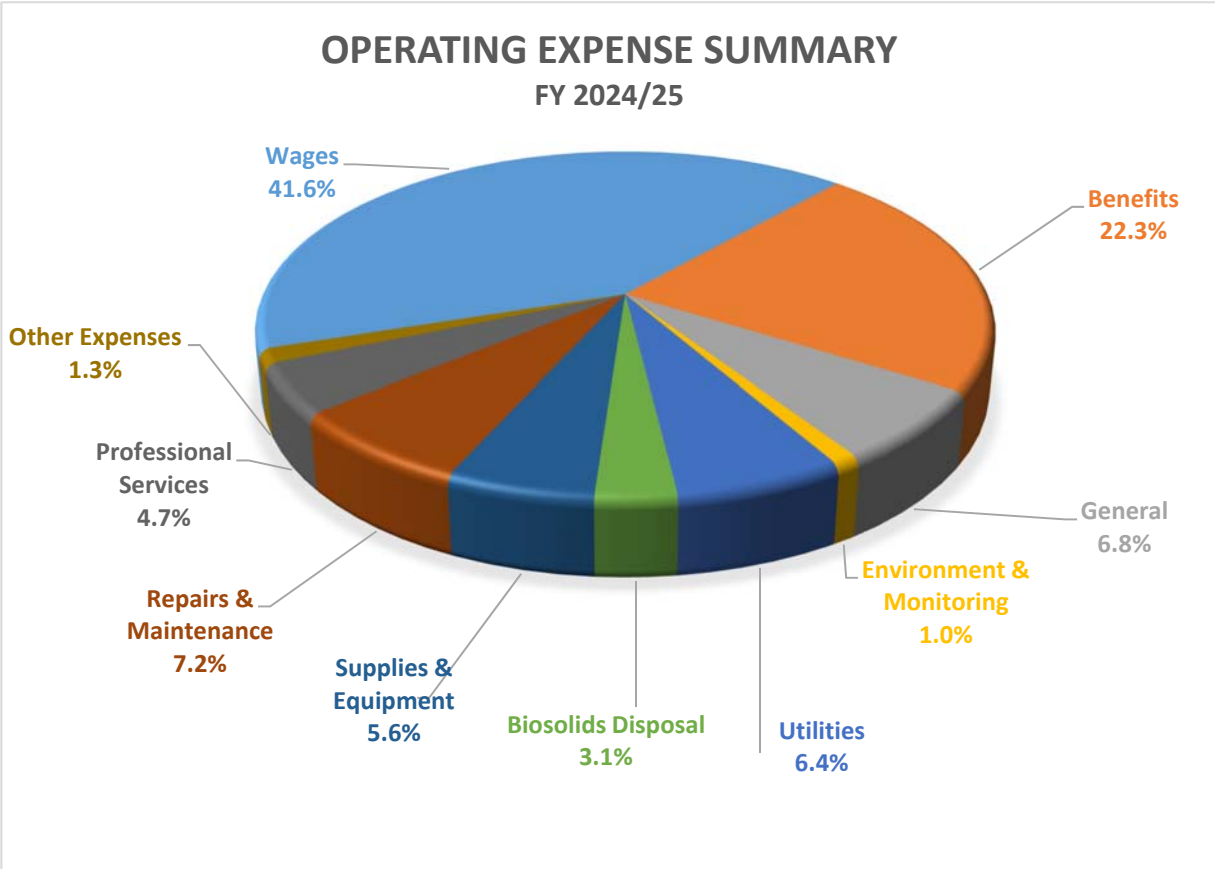
Other Sources of Cash/Grants & Dedications

The District completed a minor emergency project to stabilize the floodwall along the eastern boundary of its wastewater treatment facility in response to damage incurred on the January 9, 2023 storm flow event in Carpinteria Creek. A larger project to repair damage to the District's ocean outfall caused by the same storm event was completed in late 2023. Because the damages were associated with a federally declared disaster, the District pursued public assistance grant funding from FEMA and CalOES. We expect to receive approximately \$215,000 in combined reimbursement funds in FY 2024/25.

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 overall operating budget for FY 2024/25.



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, and insurance. The projected Administration department operating budget for FY 2024/25 is \$1,532,000 or 29% 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 2024/25 is \$3,828,900 or 71% 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 2024/25 Salary Matrix**

CARPINTERIA SANITARY DISTRICT							
All Departments							
		BUDGET	ACTUAL	EXPENDED	BUDGET	Increase	CHANGE
		2023/24	(11 mo) 2023/24	%	2024/25	(Decrease)	%
5010	Regular Salaries	1,960,000	1,614,395	82.4%	2,095,000	135,000	6.9%
5015	Vacation Buy-back	30,000	1,943	6.5%	25,000	(5,000)	(16.7%)
5030	Overtime	12,500	6,925	55.4%	12,500	0	0.0%
5040	Special Duty Pay	51,210	44,314	86.5%	80,000	28,790	56.2%
5050	Directors' Fees	15,000	8,900	59.3%	15,000	0	0.0%
	Total Wages	2,068,710	1,676,477	81.0%	2,227,500	158,790	7.7%
5110	CalPERS UAL	245,000	234,223	95.6%	285,000	40,000	17.1%
5111	PERS	290,000	239,685	82.7%	305,000	15,000	5.2%
5112	Social Security	151,000	120,269	79.6%	158,000	7,000	4.6%
5120	Medical Insurance	293,000	239,133	81.6%	306,000	13,000	4.4%
5121	Employee Wellness Program	3,400	400	11.8%	3,600	200	5.9%
5122	Unemployment Ins/Training Tax	3,000	4,786	159.5%	3,800	800	26.7%
5123	Certification Incentive Program	13,500	1,500	11.1%	13,500	0	0.0%
5124	Long Term Disability	17,300	13,438	77.7%	18,300	1,000	5.8%
5126	Life Insurance	5,000	6,224	124.5%	5,100	100	2.0%
5127	Dental / Vision Plan	45,000	19,903	44.2%	45,000	0	0.0%
5128	Workers' Comp	49,500	32,055	64.8%	51,500	2,000	4.0%
5132	Employee Medical - Physical	2,400	1,127	47.0%	2,400	0	0.0%
	Total Benefits	1,118,100	912,745	81.6%	1,197,200	79,100	7.1%
	Total Wages & Benefits	3,186,810	2,589,222	81.2%	3,424,700	237,890	7.5%
5210	Departmental Expense	15,500	11,378	73.4%	13,500	(2,000)	(12.9%)
5215	Office Supplies	5,000	3,538	70.8%	5,000	0	0.0%
5222	Directors' Conference	6,500	3,221	49.5%	9,000	2,500	38.5%
5226	Directors' Election Exp.	0	0	0.0%	15,000	15,000	100.0%
5228	Directors' Dental / Vision	12,500	6,054	48.4%	12,500	0	0.0%
5231	Insurance - Liability	150,000	124,291	82.9%	150,000	0	0.0%
5241	Uniform Expense	13,500	14,702	108.9%	17,500	4,000	29.6%
5242	Membership and Dues	31,600	22,558	71.4%	32,500	900	2.8%
5244	Conference and Training	22,000	14,683	66.7%	24,000	2,000	9.1%
5246	Education Reimbursement	1,500	0	0.0%	1,500	0	0.0%
5260	Vehicle Fuel Expense	28,000	14,328	51.2%	28,000	0	0.0%
5265	Mileage Reimbursement	600	264	44.0%	600	0	0.0%
5270	Rent & Leases	6,000	3,793	63.2%	6,000	0	0.0%
5290	Licenses and Permits	40,000	42,343	105.9%	50,000	10,000	25.0%
	Total General	332,700	261,152	78.5%	365,100	32,400	9.7%
5310	Monitoring Equipment	20,000	19,024	95.1%	20,000	0	0.0%
5320	Monitoring Lab Work	21,000	17,534	83.5%	21,000	0	0.0%
5330	Spill Response	10,000	0	0.0%	10,000	0	0.0%
	Total Environ & Monitoring	51,000	36,558	71.7%	51,000	0	0.0%

CARPINTERIA SANITARY DISTRICT							
All Departments - Continued							
		BUDGET	ACTUAL	EXPENDED	BUDGET	Increase	CHANGE
		2023/24	(11 mo) 2023/24	%	2024/25	(Decrease)	%
5410	Southern California Gas	3,500	849	24.2%	2,500	(1,000)	(28.6%)
5420	Southern California Electric	315,000	244,022	77.5%	301,000	(14,000)	(4.4%)
5430	Telephone	16,000	13,220	82.6%	17,500	1,500	9.4%
5540	Water	13,500	8,431	62.5%	11,500	(2,000)	(14.8%)
5450	Rubbish	6,000	5,303	88.4%	6,000	0	0.0%
5480	Underground Service Alert	2,300	1,716	74.6%	2,300	0	0.0%
5490	Building Alarm System	3,000	2,475	0.0%	3,000	0	0.0%
	Total Utilities	359,300	276,015	76.8%	343,800	(15,500)	(4.3%)
5470	Biosolids Disposal	135,000	137,035	101.5%	165,000	30,000	22.2%
5510	General Supplies	15,000	8,619	57.5%	15,000	0	0.0%
5521	Odor Control Chemicals	51,000	18,257	35.8%	51,000	0	0.0%
5522	Disinfection Chemicals	185,000	164,291	88.8%	185,000	0	0.0%
5524	Polymers	38,000	21,913	57.7%	32,000	(6,000)	(15.8%)
5525	Tool / Small Parts	6,000	5,615	93.6%	6,000	0	0.0%
5526	Fuel, Diesel, Lubricants	7,500	11,351	151.3%	7,500	0	0.0%
5527	Safety Equipment	6,000	4,563	76.1%	6,000	0	0.0%
	Total Supplies & Equipment	308,500	234,609	76.0%	302,500	(6,000)	(1.9%)
5610	Equipment Maintenance	25,200	12,680	50.3%	25,200	0	0.0%
5620	Building Maintenance	28,500	21,998	77.2%	30,000	1,500	5.3%
5630	Grounds Maintenance	25,500	25,309	99.3%	38,000	12,500	49.0%
5640	Vehicles Maintenance	20,000	5,199	26.0%	20,000	0	0.0%
5650	Treatment Plant Maintenance	345,000	304,202	88.2%	125,000	(220,000)	(63.8%)
5680	Pump Station Maintenance	40,000	36,833	92.1%	40,000	0	0.0%
5690	Collection System Maintenance	98,000	96,449	98.4%	110,000	12,000	12.2%
	Total Repair & Maintenance	582,200	502,669	86.3%	388,200	(194,000)	(33.3%)
5821	Accounting (Annual Audit)	16,500	13,888	84.2%	16,500	0	0.0%
5831	Legal Counsel	30,000	8,347	27.8%	25,000	(5,000)	(16.7%)
5835	Safety Program	31,400	62	0.2%	25,000	(6,400)	(20.4%)
5843	Computer Expenses	52,000	49,954	96.1%	58,000	6,000	11.5%
5844	SCADA Related Exp.	35,000	15,995	45.7%	35,000	0	0.0%
5847	Public Relations	20,000	12,686	63.4%	15,000	(5,000)	(25.0%)
5849	Professional Services	60,000	4,590	7.7%	45,000	(15,000)	(25.0%)
5851	Accounting Services	30,000	9,062	30.2%	30,000	0	0.0%
5855	IDP Monitoring Services	500	0	0.0%	500	0	0.0%
	Total Professional Services	275,400	114,586	41.6%	250,000	(25,400)	(9.2%)
6020	Admin Charges-SB County	10,000	0	0.0%	10,000	0	0.0%
6030	Debt Services Admin Fee	2,000	3,090	154.5%	3,100	1,100	55.0%
6031	LAFCO Pro-Rata Costs	7,500	5,875	78.3%	6,000	(1,500)	(20.0%)
6032	Regional Grant Planning	1,500	275	18.3%	1,500	0	0.0%
6033	Recycled Water System Develop	60,000	31,460	52.4%	50,000	(10,000)	(16.7%)
	Total Other Expenses	81,000	40,700	50.2%	70,600	(10,400)	(12.8%)
	Total Expenses	5,311,910	4,192,546	78.9%	5,360,900	48,990	0.9%

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 for CalPERS Unfunded Actuarial Liability (UAL) payments.
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	Spill Response	Funds intended to cover costs related to unanticipated sewer backups or overflows.
5410	Natural Gas	Funds for natural gas usage.
5420	Electricity	Funds for electricity usage.
5430	Telephone/Internet	Funds for telephone, wireless communication, and high speed internet service,
5440	Water	Funds for domestic 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 and bulk odor control chemicals.
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. The COLA for FY 2024/25, based on the index value for calendar year 2023, is 2.8%

Consumer Price Index 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,															
Area:	Los Angeles-Long Beach-Anaheim, CA															
Item:	All items															
Base Period:	1982-84=100															
Years:	2014 to 2024															
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2	
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	
2022	7.6	7.3	8.7	8.1	8.2	8.9	7.9	7.6	7.8	7.6	5.9	4.6	7.5	8.1	6.9	
2023	5.4	4.7	2.8	3.0	2.4	1.6	2.0	2.7	2.6	1.8	2.2	3.0	2.8	3.3	2.4	

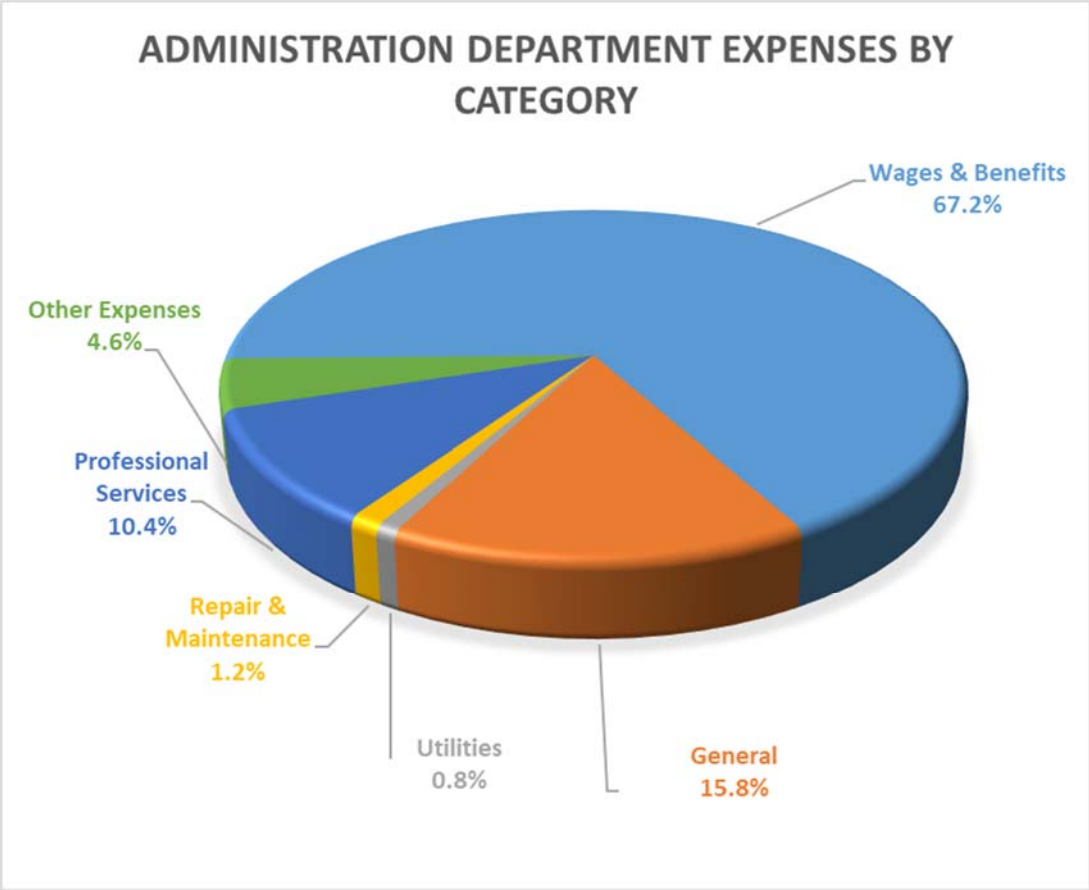
CARPINTERIA SANITARY DISTRICT						
SALARY MATRIX - MONTHLY						
FY 2024/25						
POSITION		A	B	C	D	E
General Manager						\$21,126
District Administrator		\$11,576	\$12,155	\$12,762	\$13,400	\$14,070
Administrative Assistant		\$6,411	\$6,731	\$7,068	\$7,421	\$7,792
Engineering Technician		\$7,121	\$7,477	\$7,851	\$8,243	\$8,655
Operations Manager	1	\$13,426	\$14,097	\$14,802	\$15,542	\$16,678
Treatment Supervisor	1	\$9,322	\$9,789	\$10,278	\$10,792	\$11,331
Operator in Training	1	\$5,300	\$5,565	\$5,843	\$6,135	\$6,442
Operator 1	1	\$5,987	\$6,286	\$6,600	\$6,930	\$7,277
Operator 2	1	\$6,555	\$6,883	\$7,227	\$7,588	\$7,968
Operator 3	1	\$7,710	\$8,096	\$8,500	\$8,925	\$9,372
Operator 4	1	\$8,275	\$8,689	\$9,124	\$9,580	\$10,059
Lab Supervisor	1	\$9,103	\$9,559	\$10,036	\$10,538	\$11,065
Collection System Supervisor	1	\$10,092	\$10,597	\$11,127	\$11,683	\$12,267
Collection System Lead Operator	1	\$7,485	\$7,859	\$8,252	\$8,665	\$9,098
Collection System Operator 1	1	\$5,444	\$5,716	\$6,002	\$6,302	\$6,617
Collection System Operator 2	1	\$6,250	\$6,562	\$6,890	\$7,235	\$7,596
Collection System Operator 3	1	\$6,717	\$7,053	\$7,406	\$7,776	\$8,165
Collection System Operator 4	1	\$7,221	\$7,582	\$7,961	\$8,359	\$8,777
Maintenance Technician	1	\$4,207	\$4,417	\$4,638	\$4,870	\$5,114
The above matrix includes a 2.8% annual escalation factor (Los Angeles) starting 7/1/24						
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 2024/25 is projected to be \$1,532,000, which represents a modest increase of 2.2%, or \$34,000, 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 \$1,029,000 or 67.2% of the administration budget.

Budget adjustments in this category result from a policy directed cost of living adjustment for non-contract employees, and associated increase in CalPERS pension and social security costs. Other payroll related expenses have changed proportionately. Healthcare insurance premiums have also risen sharply for the coming year.

The net result of the adjustments in this category is a budget increase for personnel expenses of \$43,400, or 4.4% over the prior year.

General Expenses

The projected budget for general administrative expenses is \$242,200, or 15.8% of the total administration budget. This represents an increase of \$19,000 or 8.5% over the previous fiscal year. The largest increase is attributed to an anticipated increase to costs associated with a Board of Directors election expense. This will be the first year of by-division elections and it is presumed that administration charged levied by Santa Barbara and Ventura County Elections offices will increase in the event of a contested election, as compared to prior elections.

Utilities

Utility costs include those for electricity, water, telephone, and the security system for the administration building. The budgeted amount for the 2024/25 fiscal year is \$12,500 or 0.8% of the overall administration budget. Budgeted costs in this category are projected to be reduced minimally from the previous fiscal year.

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 \$18,200 or 1.2% of the administration budget. The largest increase in the category is attributed to grounds maintenance in an anticipation of regularly scheduled tree maintenance at the administration office site.

Professional Services

The projected budget for professional services is \$159,500 or 10.4% of the overall administration budget. This represents a decrease of \$24,000 or 13.1% from the previous fiscal year budget. Legal expense projections are based on recent trends and expected to be somewhat lower than expected in FY 2023/24.

Other Expenses

The budget for other expenses is \$70,600, or 4.6% of the total administration budget. A decrease of \$10,400, or 12.8%, in this category for FY 2024/25 is the result of a decrease in projected contributions of financial resources to the Carpinteria Advanced Purification Project. District staff time will continue to be extended to this important project as it moves through the final design and permitting stages over the next twelve months.

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

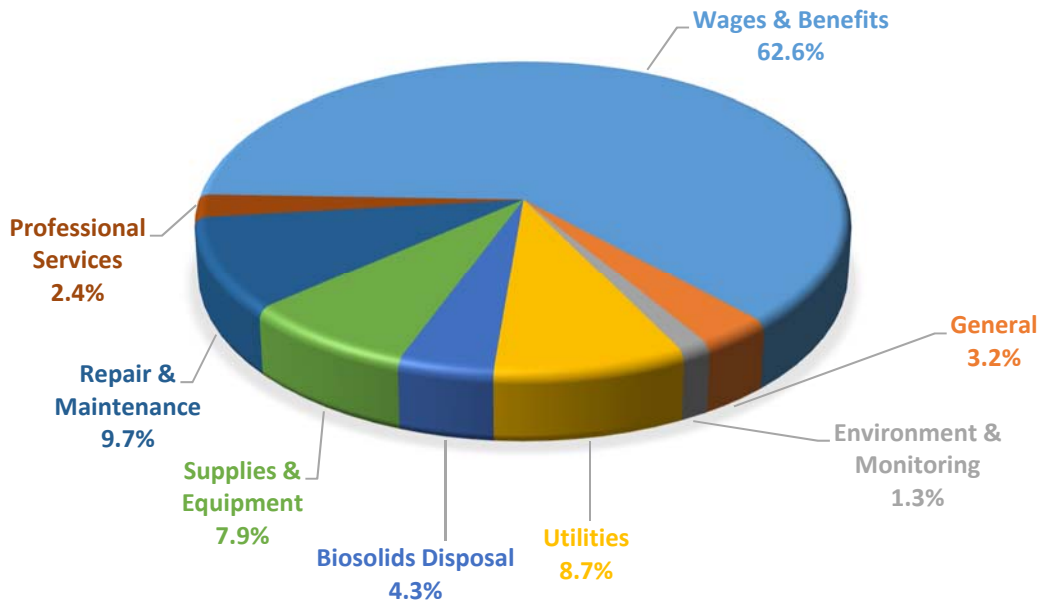
CARPINTERIA SANITARY DISTRICT							
Administration Department							
		BUDGET	ACTUAL	EXPENDED	BUDGET	Increase	CHANGE
		2023/24	(11 mo) 2023/24	%	2024/25	(Decrease)	%
5010	Regular Salaries	605,000	528,117	87.3%	625,000	20,000	3.3%
5015	Vacation Buy-back	12,000	1,943	16.2%	10,000	(2,000)	(16.7%)
5030	Overtime	500	-	0.0%	500	0	0.0%
5050	Director's Fee	15,000	8,900	59.3%	15,000	0	0.0%
	Total Wages	632,500	538,960	85.2%	650,500	18,000	2.8%
5110	CalPERS UAL	95,000	91,602	96.4%	110,000	15,000	15.8%
5111	PERS	110,000	92,210	83.8%	115,000	5,000	4.5%
5112	Social Security	43,000	35,840	83.3%	43,000	0	0.0%
5120	Medical Insurance	78,000	66,390	85.1%	81,000	3,000	3.8%
5121	Employee Wellness Program	800	200	25.0%	800	0	0.0%
5122	Unemployment Ins/Training Tax	1,000	1,189	118.9%	1,300	300	30.0%
5123	Certification Incentive Program	1,500	-	0.0%	1,500	0	0.0%
5124	Long Term Disability	5,300	3,944	74.4%	5,300	0	0.0%
5126	Life Insurance	1,300	1,732	133.2%	1,400	100	7.7%
5127	Dental / Vision Plan	12,500	2,497	20.0%	12,500	0	0.0%
5128	Workers' Comp	4,500	4,500	100.0%	6,500	2,000	44.4%
5132	Employee Med - Physical	200	-	0.0%	200	0	0.0%
	Total Benefits	353,100	300,104	85.0%	378,500	25,400	7.2%
	Total Wages & Benefits	985,600	839,065	85.1%	1,029,000	43,400	4.4%
5210	Departmental Expense	11,500	7,887	68.6%	11,000	(500)	(4.3%)
5215	Office Supplies	3,000	3,138	104.6%	3,000	0	0.0%
5222	Directors' Conference	6,500	3,221	49.5%	9,000	2,500	38.5%
5226	Directors' Election Exp.	-	-	0.0%	15,000	15,000	100.0%
5228	Directors' Dental / Vision	12,500	6,054	48.4%	12,500	0	0.0%
5231	Insurance - Liability	150,000	124,291	82.9%	150,000	0	0.0%
5242	Membership and Dues	24,000	17,172	71.5%	24,000	0	0.0%
5244	Conference and Training	10,000	9,766	97.7%	12,000	2,000	20.0%
5246	Education Reimbursement	1,000	-	0.0%	1,000	0	0.0%
5265	Mileage Reimbursement	200	-	0.0%	200	0	0.0%
5270	Rent & Leases	4,500	3,452	76.7%	4,500	0	0.0%
	Total General	223,200	174,980	78.4%	242,200	19,000	8.5%

CARPINTERIA SANITARY DISTRICT							
Administration Department - Continued							
		BUDGET	ACTUAL	EXPENDED	BUDGET	Increase	CHANGE
		2023/24	(11 mo) 2023/24	%	2024/25	(Decrease)	%
5420	Southern California Electric	1,000	305	30.5%	1,000	0	0.0%
5430	Telephone	5,000	3,153	63.1%	5,000	0	0.0%
5440	Water	4,000	3,084	77.1%	3,500	(500)	(12.5%)
5490	District Alarm System	3,000	2,475	82.5%	3,000	0	0.0%
	Total Utilities	13,000	9,017	69.4%	12,500	(500)	(3.8%)
5610	Equipment Maintenance	200	-	0.0%	200	0	0.0%
5620	Building Maintenance	3,500	4,270	122.0%	5,000	1,500	42.9%
5630	Grounds Maintenance	8,000	41	0.5%	13,000	5,000	62.5%
	Total Repair & Maintenance	11,700	4,311	36.8%	18,200	6,500	55.6%
5821	Accounting & Audit	16,500	13,888	84.2%	16,500	0	0.0%
5831	Legal Counsel	30,000	8,347	27.8%	25,000	(5,000)	(16.7%)
5835	Safety Program	5,000	-	0.0%	5,000	0	0.0%
5843	Computer Expense	22,000	19,580	89.0%	23,000	1,000	4.5%
5847	Public Relations	20,000	12,686	63.4%	15,000	(5,000)	(25.0%)
5849	Professional Services	60,000	4,590	7.7%	45,000	(15,000)	(25.0%)
5851	Accounting Services	30,000	9,062	30.2%	30,000	0	0.0%
	Total Professional Services	183,500	68,154	37.1%	159,500	(24,000)	(13.1%)
6020	Admin Charges-SB County	10,000	-	0.0%	10,000	0	0.0%
6030	Debt Services Admin Fee	2,000	3,090	154.5%	3,100	1,100	55.0%
6031	LAFCO Pro-Rata Costs	7,500	5,875	78.3%	6,000	(1,500)	(20.0%)
6032	Regional Grant Planning	1,500	275	18.3%	1,500	0	0.0%
6033	Recycled Water System Develop	60,000	31,460	52.4%	50,000	(10,000)	(16.7%)
	Total Other Expenses	81,000	40,700	50.2%	70,600	(10,400)	(12.8%)
	Total Administration Expenses	1,498,000	1,136,227	75.8%	1,532,000	34,000	2.2%

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 2024/25 budget for this department is \$3,828,900, which represents a modest increase of \$14,990 or 0.4% over the prior fiscal year.

PLANT/COLLECTION DEPARTMENT EXPENSES BY CATEGORY



Plant/Collection Budget Account Highlights

Total Personnel Expenses

Personnel costs make up 63.1% of the Plant/Collection Department's operating budget. This budget account funds all of the department wages, benefits, overtime, and standby duty costs. Compensation for standby or on-call duties is proposed to change from a fixed rate per day to a formula based on 2-hours of straight time per day, at the hourly wage rate for the individual performing the on-call duty, with a substantial increase in projected costs.

Expenditures in these accounts are projected to increase by \$194,490, or 8.8%, from the prior fiscal year. Projected costs reflect filling a currently vacant treatment plant operator position in the coming year.

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, particularly towards the Districts' unfunded actuarial liability, and higher healthcare insurance premiums are other factors affecting the budget in this category.

General Expenses

The total budget for this category is \$122,900, or 3.2% of the Plant/Collection Department budget. This reflects an increase of \$13,400 over the previous fiscal year. Higher uniform costs are anticipated based on current staffing levels. The largest increase in this category is attributed to increased costs assessed by the State of California for NPDES discharge permits and other annual SWRCB permits.

Environmental Monitoring

The projected budget for environmental monitoring is \$51,000, or 1.4% of the department budget. This represents no change from the previous fiscal year.

Utilities

The cost for utilities, which include water, electricity, natural gas, trash service, and USA (Underground Service Alert) is projected to be \$331,300, or 8.7% of the departmental budget. Based on demand and time of use charges for electricity use in FY 2023/24, and planned energy efficiency measures, the budget for SCE costs has been reduced by \$14,000 for FY 2024/25. With other minor adjustments, the overall Utilities budget is 4.3% lower than the prior year estimate.

Biosolids Disposal

The total budget for this category is \$165,000, or 4.3% of the Plant/Collection Department budget. This reflects an increase of \$30,000 over the previous fiscal year. 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.

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 \$302,500.

Repairs and Maintenance

The total projected budget for repairs and maintenance is \$370,000, or 9.9% of the department budget. This is a net decrease of \$200,500, or 35.1% from the prior fiscal year. The primary factor for the drastic reduction in the category is related to emergency repair and maintenance that was conducted on the District's outfall pipeline in FY 2023/24. These costs are not expected to recur in the coming year. Modest increases in the Grounds Maintenance and Collection System Maintenance subcategories are projected.

Professional Services

The projected budget for this category is \$90,500, or 2.4% of the overall department budget. Safety related expenses are projected to be lower, but are partially offset by increasing computer expenses. A net decrease of \$1,400, or 1.5%, is expected in this expense category.

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
		2023/24	(11 mo) 2023/24	%	2024/25	(Decrease)	%
5010	Regular Salaries	1,355,000	1,086,278	80.2%	1,470,000	115,000	8.5%
5015	Vacation Buy-back	18,000	-	0.0%	15,000	(3,000)	(16.7%)
5030	Overtime	12,000	6,925	57.7%	12,000	0	0.0%
5040	Special Duty Pay	51,210	44,314	86.5%	80,000	28,790	56.2%
Total Wages		1,436,210	1,137,517	79.2%	1,577,000	140,790	9.8%
5110	CalPERS UAL	150,000	142,621	95.1%	175,000	25,000	16.7%
5111	CalPERS	180,000	147,475	81.9%	190,000	10,000	5.6%
5112	Social Security	108,000	84,429	78.2%	115,000	7,000	6.5%
5120	Medical Insurance	215,000	172,743	80.3%	225,000	10,000	4.7%
5121	Employee Wellness Program	2,600	200	7.7%	2,800	200	7.7%
5122	Unemployment Ins/Training Tax	2,000	3,597	179.9%	2,500	500	25.0%
5123	Certification Incentive Program	12,000	1,500	12.5%	12,000	0	0.0%
5124	Long Term Disability	12,000	9,494	79.1%	13,000	1,000	8.3%
5126	Life Insurance	3,700	4,492	121.4%	3,700	0	0.0%
5127	Dental / Vision Plan	32,500	17,406	53.6%	32,500	0	0.0%
5128	Workers' Comp	45,000	27,555	61.2%	45,000	0	0.0%
5132	Employee Medical - Physical	2,200	1,127	51.2%	2,200	0	0.0%
Total Benefits		765,000	612,640	80.1%	818,700	53,700	7.0%
Total Wages & Benefits		2,201,210	1,750,157	79.5%	2,395,700	194,490	8.8%
5210	Departmental Expense	4,000	3,490	87.3%	2,500	(1,500)	(37.5%)
5215	Office Supplies	2,000	401	20.0%	2,000	0	0.0%
5241	Uniform Expense	13,500	14,702	108.9%	17,500	4,000	29.6%
5242	Membership and Dues	7,600	5,386	70.9%	8,500	900	11.8%
5244	Conference and Training	12,000	4,917	41.0%	12,000	0	0.0%
5246	Education Reimbursement	500	-	0.0%	500	0	0.0%
5260	Vehicle Fuel Expense	28,000	14,328	51.2%	28,000	0	0.0%
5265	Mileage Reimbursement	400	264	66.0%	400	0	0.0%
5270	Rent & Leases	1,500	341	22.7%	1,500	0	0.0%
5290	Licenses and Permits	40,000	42,343	105.9%	50,000	10,000	25.0%
Total General		109,500	86,173	78.7%	122,900	13,400	12.2%
5310	Monitoring Equipment	20,000	19,024	95.1%	20,000	0	0.0%
5320	Monitoring Lab Work	21,000	17,534	83.5%	21,000	0	0.0%
5330	Spill Response	10,000	-	0.0%	10,000	0	0.0%
Total Environment & Monitoring		51,000	36,558	71.7%	51,000	0	0.0%

CARPINTERIA SANITARY DISTRICT							
Plant/Collection Department - Continued							
		BUDGET	ACTUAL	EXPENDED	BUDGET	Increase	CHANGE
		2023/24	(11 mo) 2023/24	%	2024/25	(Decrease)	%
5410	Southern California Gas	3,500	849	24.2%	2,500	(1,000)	(28.6%)
5420	Southern California Electric	314,000	243,716	77.6%	300,000	(14,000)	(4.5%)
5430	Telephone	11,000	10,067	91.5%	12,500	1,500	13.6%
5440	Water	9,500	5,347	56.3%	8,000	(1,500)	(15.8%)
5450	Rubbish	6,000	5,303	88.4%	6,000	0	0.0%
5480	Underground Service Alert	2,300	1,716	74.6%	2,300	0	0.0%
	Total Utilities	346,300	266,998	77.1%	331,300	(15,000)	(4.3%)
5470	Biosolids Disposal	135,000	137,035	101.5%	165,000	30,000	22.2%
5510	General Supplies	15,000	8,619	57.5%	15,000	0	0.0%
5521	Odor Control Chemicals	51,000	18,257	35.8%	51,000	0	0.0%
5522	Disinfection Chemicals	185,000	164,291	88.8%	185,000	0	0.0%
5524	Polymers	38,000	21,913	57.7%	32,000	(6,000)	(15.8%)
5525	Tool / Small Parts	6,000	5,615	93.6%	6,000	0	0.0%
5526	Fuel, Diesel, Lubricants	7,500	11,351	151.3%	7,500	0	0.0%
5527	Safety Equipment	6,000	4,563	76.1%	6,000	0	0.0%
	Total Supplies & Equipment	308,500	234,609	76.0%	302,500	(6,000)	(1.9%)
5610	Equipment Maintenance	25,000	12,680	50.7%	25,000	0	0.0%
5620	Building Maintenance	25,000	17,727	70.9%	25,000	0	0.0%
5630	Grounds Maintenance	17,500	25,269	144.4%	25,000	7,500	42.9%
5640	Vehicles Maintenance	20,000	5,199	26.0%	20,000	0	0.0%
5650	Treatment Plant Maintenance	345,000	304,202	88.2%	125,000	(220,000)	(63.8%)
5680	Pump Station Maintenance	40,000	36,833	92.1%	40,000	0	0.0%
5690	Collection System Maintenance	98,000	96,449	98.4%	110,000	12,000	12.2%
	Total Repair & Maintenance	570,500	498,358	87.4%	370,000	(200,500)	(35.1%)
5835	Safety Program	26,400	62	0.2%	20,000	(6,400)	(24.2%)
5843	Computer Expenses	30,000	30,375	101.2%	35,000	6,500	21.7%
5844	SCADA Related Exp.	35,000	15,995	45.7%	35,000	0	0.0%
5855	IDP Monitoring Services	500	-	0.0%	500	0	0.0%
	Total Professional Services	91,900	46,432	50.5%	90,500	(1,400)	(1.5%)
	Total Plant/Collection Expenses	3,813,910	3,056,320	80.1%	3,828,900	14,990	0.4%

CAPITAL IMPROVEMENT PROJECTS

A portion of the District's projected overall budget for the 2024/25 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 (2021-2030) 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 2024/25 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 2024/25 fiscal year is **\$3,425,000**. 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 2024/25 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 2024/25				
CIP NO.	FUNDING SOURCE	DESCRIPTION	TOTAL PROJECT BUDGET	FY 2024/25 ALLOCATION
P-188	CIP	Carpinteria Avenue Inverted Siphon Relocation	\$ 500,000	
P-208	CIP	Accounting Management Software	\$ 100,000	
P-209	CIP	Lift Station No. 2 Force Main Realignment	\$ 700,000	
P-210	CIP	Sawyer Avenue Sewer Realignment	\$ 165,000	
	CIP	Belt Filter Press Replacement	\$ 775,000	\$ 525,000
	CIP	Garage Building	\$ 250,000	
Total CIP Carryover			\$ 2,490,000	\$ 525,000

It is noted that two previously authorized CIP projects – Belt Filter Press Replacement and Solids Transfer and Dewatering Improvements – have been combined into a single project going forward. This change was appropriate as the engineering design was coordinated and the work will be bid as a single project. In FY 2023/24 the District engaged an engineer to complete detailed design to prepare bidding documents for this combined project. Based on current cost opinions prepared by the designer, it is necessary to augment the currently authorized budget to cover anticipated construction and implementation costs. An additional \$525,000 is proposed to augment this critical capital project in the coming fiscal year, making the total project budget \$1,300,000.

The Garage Building project, which has been on hold for a number of years, is expected to proceed in FY 2024/25. The authorized budget will fund planning and design efforts and an augmentation is expected once the scope and magnitude of the project are defined.

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

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 2024/25				
CIP NO.	FUNDING SOURCE	DESCRIPTION	TOTAL PROJECT BUDGET	BUDGET 2024/25
	CIP	Active Harmonic Filter Replacement	\$ 30,000	\$ 30,000
	CIP	Lift Station Pumping and Control System Redundancy	\$ 50,000	\$ 50,000
	CIP	Lift Station No. 3 Wetwell Rehabilitation	\$ 240,000	\$ 240,000
	CIP	Influent Structure Improvements Project	\$ 25,000	\$ 25,000
	CIP	Vehicle Replacements - 2007 Ford Focus & 2013 Ford F-150	\$ 65,000	\$ 65,000
Total New CIP Budget			\$ 410,000	\$ 410,000

The level of proposed capital spending in FY 2024/25 is somewhat lower than in a typical year. Adjustments to the District’s long range CIP were intentionally made to allow staff resources to focus on in-progress and previously authorized projects. Additionally, internal resources are being dedicated to the CAPP final design effort. This is a significant commitment of staff time towards an important project that is not reflected in our capital program because it is being funded primarily by the Carpinteria Valley Water District.

CIP Program Funding

Current Year CIP Funding Allocation

Allocation of capital improvement funds for FY 2024/25 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 2024/25 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 2024/25 CAPITAL IMPROVEMENT PROGRAM
PROJECT SUMMARY

PROJECT TITLE: Active Harmonic Filter Replacement

DESCRIPTION: This project involves replacement of the active harmonic filter connected to the electrical feed to two 100 horsepower positive displacement digester blowers.

BUDGET COST: \$30,000

FUND SOURCE: CIP

JUSTIFICATION: The existing active harmonic filter, installed in conjunction with the aerated sludge holding tank project in 2016, was damaged when the voltage regulator on the main generator failed and spiked voltage across the plant. Other damaged equipment, including numerous VFDs, have already been replaced or repaired. After multiple efforts to identify repair options for this device, it was determined that in kind replacement was the best option.



CARPINTERIA SANITARY DISTRICT
FY 2024/25 CAPITAL IMPROVEMENT PROGRAM
PROJECT SUMMARY

PROJECT TITLE: Lift Station Pumping and Control System Redundancy

DESCRIPTION: This project involves procurement of redundant submersible pumps for three remote lift stations, and adding programmable logic controllers our inventory to replace existing proprietary control panels in the event of failure.

BUDGET COST: \$50,000

FUND SOURCE: CIP

JUSTIFICATION: Maintaining reliable pump station performance is crucial to the District's mission. Due to extended lead times now associated with purchasing replacement parts and pumps, strategic addition of replacement pumps for Lift Station Nos. 2, 4 and 5 to our inventory will bolster system reliability. In the event of pump failure or required shop maintenance, a spare pump can be quickly installed to maintain full pumping capacity. This is particularly advantageous during high flow conditions. Existing vendor pump control panels at several remote lift stations remain functional, but are now obsolete. Having replacement PLC based controllers in stock, programmed and ready to install will further enhance pump station reliability and reduce down time.



CARPINTERIA SANITARY DISTRICT
FY 2024/25 CAPITAL IMPROVEMENT PROGRAM
PROJECT SUMMARY

PROJECT TITLE: Lift Station No. 3 Wetwell Rehabilitation

DESCRIPTION: This project involves structural rehabilitation and epoxy coating the interior walls of the Lift Station No. 3 wetwell. This structure was converted from its original dry pit configuration and interior baffle walls and other features remain. The concrete exhibits significant corrosion or deterioration, primarily above the water line. A specialty contractor will clean and prepare the surface, apply structural mortar and line the interior with a protective epoxy coating. Concurrent with this structural restoration, one of the three submersible pumps will be replaced with a larger pump to optimize pumping during operation of the belt press.

BUDGET COST: \$240,000

FUND SOURCE: CIP

JUSTIFICATION: Restoration and protection of the concrete wet well is imperative due to the critical nature of this infrastructure. Epoxy coating this structure will protect it from further damage from corrosive sewer gases. Rehabilitation will extend the service life of the structure. Incorporating a higher capacity pump into this triplex configuration will allow the discharge flow rate to match the filtrate flow from the belt filter press.



CARPINTERIA SANITARY DISTRICT
FY 2024/25 CAPITAL IMPROVEMENT PROGRAM
PROJECT SUMMARY

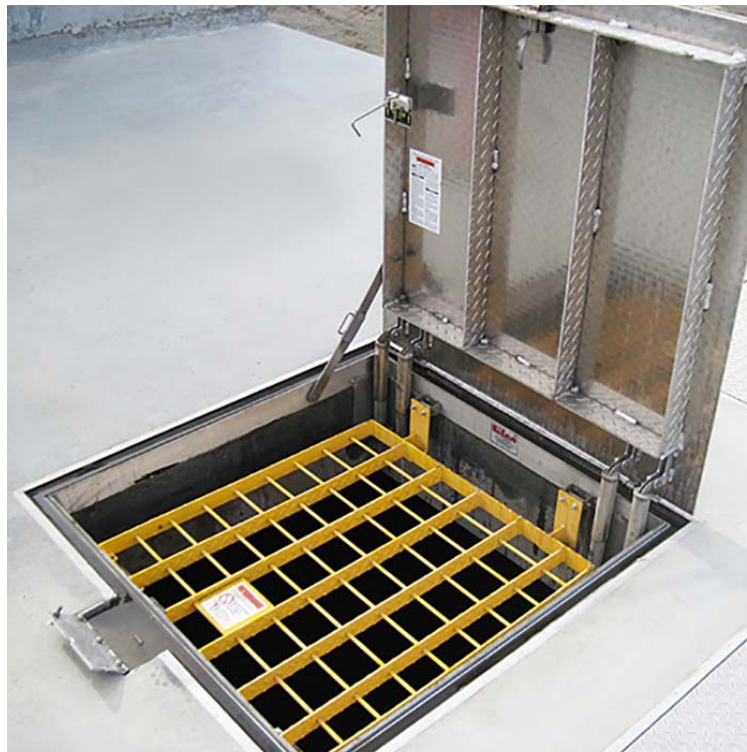
PROJECT TITLE: Influent Structure Improvements Project

DESCRIPTION: This project involves replacement of two aluminum access hatches on the influent structure. Minor modifications to the design will be incorporated to facilitate routine influent sampling.

BUDGET COST: \$25,000

FUND SOURCE: CIP

JUSTIFICATION: The influent structure is a buried vault where flows combine prior to flowing to the influent wetwell. Force mains from Lift Station Nos. 1 and 3 discharge to the influent structure, which also receives a gravity sewer from the eastern part of the service area. The existing aluminum hatches are corroded and are a source of odors. Replacement with gas tight hatches with safety grating will improve operations, mitigate nuisance odors and enhance safety.



CARPINTERIA SANITARY DISTRICT
FY 2024/25 CAPITAL IMPROVEMENT PROGRAM
PROJECT SUMMARY

PROJECT TITLE: Vehicle Replacement – 2007 Ford Focus & 2013 Ford F-150

DESCRIPTION: This project includes replacement of a 2007 Ford Focus that was formerly used in the cooperative safety program and since as a general use and on-call vehicle. It also includes replacement of a 2013 Ford F-150 pickup truck used for general operations and on-call support. Both vehicles would be replaced with new model year Ford Maverick hybrid electric small pickups procured through the State of California CMAS Contract. The existing vehicles will be sold at public auction.

BUDGET COST: \$65,000

FUND SOURCE: CIP

JUSTIFICATION: The District’s 2007 Ford Focus has been in service for 16 years. This small sedan has limited utility for current operational needs and it is beginning to exhibit reliability and performance issues. The 2013 Ford F-150 pickup has been used extensively for District operations and it exhibits significant wear and has some identified mechanical problems. The proposed, scheduled replacement is intended to ensure reliability and availability of our fleet at all times.

