



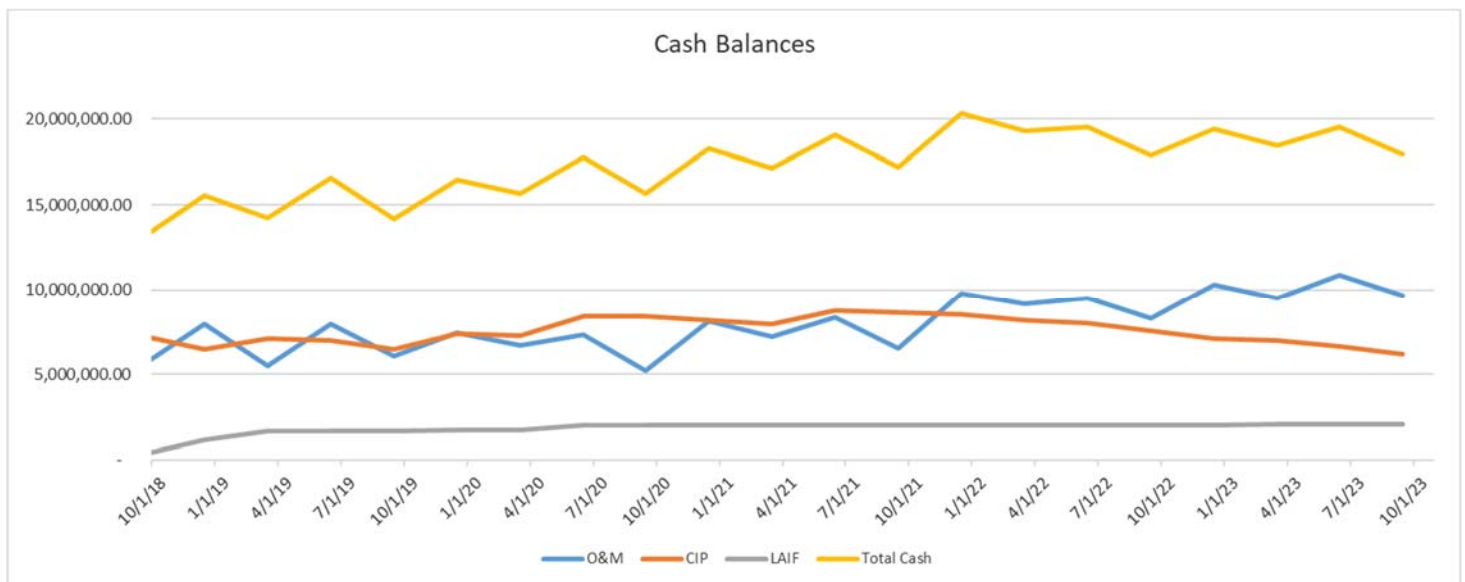
Fiscal Year 2023-24 Unaudited First Quarter Financial Summary Memo

For the Period Ended 9/30/2023

FINANCIAL HEALTH AND CASH POSITIONS

As of September 30, 2023, the District is in a sound financial position. It maintains a healthy cash balance sufficient to cover its short term and long term obligations. The District also maintains an unofficial reserve balance of approximately **\$2M** in its LAIF account, which is equal to approximately **4.65** months of Operations & Maintenance (O&M) expenditures (currently **\$430,063** per month). Typical business practice is to hold at least 3-6 months of cash on hand for emergencies, along with adequate insurance holdings. Based on this metric the District is within that range with its LAIF account.

Below is a chart detailing the District's cash positions over the past five years:



Below is a chart detailing the current cash balances the District maintains compared to last quarter:

	Balance at 6/30/2023	Balance at 9/30/2023	Difference
Operations & Maintenance	\$ 10,860,567	\$ 9,677,162	\$ (1,183,405)
Capital Improvement Projects	6,618,268	6,169,269	(448,999)
LAIF (Reserve)	2,057,064	2,073,215	16,151
Total Available Cash	\$ 19,535,899	\$ 17,919,646	\$ (1,616,253)

REVENUES

For Fiscal Year 2023-24, the District expects approximately **\$7.75M** in revenues between its two main revenue types: Operating and Non-operating revenue. The District receives approximately 96% of its revenues through two allocations from the County of Santa Barbara's Property Tax apportionment, which occurs in December and April of each year. As such, the District has not received its expected **\$3.6M** in the first apportionments from the County. The District has sufficient cash on hand to handle the timing of revenues, so no temporary borrowing is necessary for the District to meet its obligations.

Table 1 below shows the breakdown of revenue received for the period ending September 30, 2023.

OPERATIONS & MAINTENANCE BUDGET TO ACTUAL SUMMARY

OPERATING AND NONOPERATING REVENUES

	2023-24 Budget		2023-24 Actuals		Difference
Operating Revenues					
Service Charges	\$ 6,650,000	\$	22,110	\$	(6,627,890)
Connection Fees	125,000		83,770		(41,230)
Other Services	75,000		9,870		(65,130)
Total Operating Revenues	\$ 6,850,000	\$	115,750	\$	(6,734,250)
Nonoperating Revenues					
Property Taxes	\$ 725,000	\$	3,745	\$	(721,255)
Interest Income	175,000		87,983		(87,017)
Total Nonoperating Revenues	\$ 900,000	\$	3,745	\$	(896,255)
Total Revenues	\$ 7,750,000	\$	119,496	\$	(7,630,504)

Table 1. Fiscal Year 2022-23 Budget to Actuals for Revenue

Below is a deeper analysis or estimated versus actual revenues collected:

Operating and Non-operating Revenue Noteworthy Items:

- Sewer Service Charges - The District's primary source of revenues comes from Sewer Service Charges.** The District submitted all Sewer Service Charges to the County for inclusion on connected properties Property Tax bills in early July. This method saves a substantial amount of administrative time having to bill, collect, and reconcile over 3,000 sewer service bills to customers. Total amount reported to the Auditor was **\$6,621,552**, so Staff anticipates Sewer Service Charges revenue coming in slightly lower than budgeted for in Fiscal Year 2023-24. This increase is mostly attributed to our Commercial account holders as a result of increasing water usage.
- Connection Fees** – The District has seen a higher number of connection fees processed in the first quarter of the fiscal year than anticipated, primarily due to properties connecting to the recently completed Lilac/Oak Grove sewermain extension. These properties have paid for their connection fees through the permitting process and will be included in the Property Tax Roll in the next fiscal year.
- Other Services** – The District collects various fees as it relates to inspection services, sewer availability inquiries, engineering review services, agreements, and administrative certifications. As of the end of Q1, Staff does not anticipate any material overages or underages in this revenue source.
- Property Tax** – The District's ½ of 1% Property Tax Revenue is collected in the same manner as the Sewer Service Charges. The County released an estimated property tax revenue figures in mid-October and the District is expected to receive **\$770,332**, which is **\$45,332** higher than budgeted for Fiscal Year 2023-24.

- **Interest Income** – The District began budgeting for Interest Income in Fiscal Year 2023-24. Currently staff expects higher interest earnings than budgeted.

OPERATING EXPENDITURES

	2023-24 Budget	2023-24 Actuals	Difference	% of Budget
Operating Expenditures				
Salaries and Benefits	\$ 3,289,900	\$ 825,756	\$ 2,464,144	25%
Insurance	119,200	46,102	73,098	39%
Maintenance & Repairs	180,000	63,860	116,140	35%
Goods & Supplies	138,500	13,490	125,010	10%
Professional Services	352,000	60,943	291,057	17%
Administrative Costs	400,000	89,629	310,371	22%
Plant & Lab Operating Costs	635,000	106,461	528,539	17%
Safety, Training, & Travel	53,500	9,182	44,318	17%
Utilities	302,500	56,625	245,875	19%
Total Operating Expenditures	\$ 5,470,600	\$ 1,272,049	\$ 4,198,551	23%

The District’s Operations and Maintenance expenditure budget is in alignment with what the District anticipated for end of Q1. Salaries and Benefits expenditures are sitting at approximately **26%** of utilization, even with a large Unfunded Actuarial Liability (UAL) payment being made during the first quarter. Services and Supplies budget has utilized approximately **14%** of the anticipated budget at the end of the first quarter, and we expect that percentage to increase as some of the larger projects begin later on in the fiscal year.

Below is a deeper analysis of some of the areas the District wishes to highlight for the Board from its Operations & Maintenance budget to actuals:

Operating Expenditures Noteworthy Items:

- **6400 – CalPERS Contribution** – Every year the District elects to prepay its UAL in July rather than paying in monthly installments in order to save money. This large expenditure early in the year is causing the percentage of budget utilized to be high, however, based on the UAL payment and estimated contributions for the rest of the fiscal year the District expects to be slightly under budget at year end.
- **7091 – Property Insurance** – The District’s saw an increase to its property insurance and Workers Compensation insurance of approximately **26.1%** and **12.7%** respectively. While the District did anticipate higher premiums in its budget, these percentages surpassed our estimates. The District receives its largest premium bill in December, so the next quarters’ financial reports will include any recommendation for a budget revision at that time.
- **7121 – Property Maintenance** – Repairs to the Operations Building HVAC and Laboratory HVAC were required in the first quarter of the fiscal year causing the percent utilization to be higher than anticipated. If further unanticipated maintenance is necessary the need for a budget adjustment might arise. Staff will advise the Board in future Financial Summary Memos if that will be needed.

- **7129 – Lift Station Parts** – Approximately \$4,500 in unanticipated Generator Service costs were incurred during the first quarter spiking the amount anticipated in the first quarter. Staff doesn't expect further costs that would necessitate a budget revision in the later part of the fiscal year.
- **7461 – Professional Services – Legal** – This line item will now only track costs for the District's General Legal Counsel (Colantuono Highsmith & Whatley). Based on current costs realized through the first quarter and a normal utilization of our General Legal Counsel, Staff expects this to be in line with annual budgetary figures. Staff will continue to monitor this line item at future financial reports in order to provide projections on budget to actuals.
- **7464 – Professional Fees – Computer/GIS** – In the first quarter staff implemented Office 365 which moves the District into a cloud-based network setup. This transition saves the District money when compared to replacing the physical servers it used to house on site as well as creates efficiencies with data backup/integration with the District's new GIS upgrades.
- **7510 - Contracted Services/Labor** - The District paid its annual Smartcover System Service Warranty in September totaling **\$32,760**. Furthermore, the District's GIS upgrade project began and will be completed by early in the first quarter of 2024. These expenditure early in the year is causing the percentage of budget utilized to be high, however, this was planned for during the budget process and the remaining transactions are expected to be within the budgeted amount.
- **7653 – Chemicals** – Staff completed a bid process for its chemicals near the end of fiscal year 2022-23. As such chemical costs are coming in as expected during the fiscal year. As price increases were negotiated staff does not expect costs to increase at a rate higher than budgeted for as had happened in the prior fiscal year.

CAPITAL IMPROVEMENTS PROJECTS

The District maintains separate Capital Improvement Project band of accounts from its Operations and Maintenance funds. As of the end of the period the balance held in CIP accounts totals **\$6,169,269**.

The budget passed for Fiscal Year 2023-24 utilizes estimates for the anticipated expenditures for CIP work including permitting, design, construction management, and all other costs associated with projects. The annual budget passed by the Board this Fiscal Year totaled **\$7,495,000**. The following table shows total budget and amount expended through the quarter by program.

Program	2023-24 Approved Budget	Project Expenditures Through 9/30/2023
Collections	\$ 4,020,000	\$ 97,594
Lift Stations	\$ 500,000	\$ 6,518
Treatment & Lab Facilities	\$ 2,830,000	\$ 104,507
Sewer Main Extens	\$ 75,000	\$ -
	\$ 70,000	\$ -
Total	\$ 7,495,000	\$ 208,619

The following highlights noteworthy capital expenditures for Q1 and **Attachment C** provides includes all CIP activity through the period ending September 30, 2023.

- **T002 – Skimmer Troughs Installation** – The majority of CIP costs in the first quarter are attributable to the installation of the newly purchased Skimmer Troughs (purchased in Fiscal Year 2022-23).
- **C002 – Highway 101 Sewer Main Protect-In-Place** – The only other notable capital expenditures during the quarter were related to the Highway 101 Sewermain Protect-in-Place project. The District will be reimbursed for these costs once completed, so CIP cash will eventually be regained once the project is completed.

The District spent a great portion of the first quarter planning for capital improvement projects, so expenditures are expected to increase sharply over the next three quarters. Updates to CIP projects will also be included in monthly General Manager’s reports heard at Regular Board Meetings.

2017 SEWER REFUNDING REVENUE BONDS – CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) FINANCE CORPORATION

In May 2017 the District refunded its 2007 Certificates of Participation (COP). The District will make two payments on its bond during Fiscal Year 2023-24 totaling \$934,100. Of this total \$710,000 will be applied to principal and \$224,100 will be applied to interest. The next payment due date is January 1, 2023. After all payments are made in Fiscal Year 2023-24 the remaining bond debt will be \$4,970,000 and is expected to be paid off by July 1, 2030.

ANNUAL DEPRECIATION FUNDING

Annually, District’s Operations & Maintenance accounts contribute to the Capital Replacement Fund. Typically, this contribution has been based on the prior fiscal year’s annual depreciation expense. The current year contribution based on the Fiscal Year 2022-23 Financial Audit, and that unofficial figure will be \$1,271,840. Once the Fiscal Year 2022-23 audit is finalized staff will initiate the contribution from its County Operations and Maintenance fund to its County Capital Improvement Program fund.

Attachments:

- Attachment A – Quarterly Cash and Investments Holdings as of **9/30/2023**
- Attachment B – Quarterly Operations & Maintenance Expenditure Status Report as of **9/30/2023**
- Attachment C – Quarterly Capital Improvement Projects Expenditure Status Report as of **9/30/2023**
- Attachment D – Quarterly Investment Certification

**FY2023-24 Quarterly Cash and Investment Activity
Quarter 1**

	<u>7/1/2023</u>	<u>Income</u>	<u>Interest</u>	<u>Transfers In</u>	<u>Transfers Out</u>	<u>Withdrawals</u>	<u>9/30/2023</u>	<u>Net Change</u>	
Reserve/County Treasury Accounts									
Cash with LAIF	2,057,064		16,151				2,073,215	16,151	Quarterly Interest
Cash with County - Operating	10,101,190	2,265	57,814		(1,250,000)		8,911,270	(1,189,920)	Property Tax: \$2,265 Quarterly Interest: \$57,814 Transfers to MBT O&M: \$1,250,000
Cash with County - Capital Replacement	5,207,841		29,172		(350,000)		4,887,014	(320,828)	Quarterly Interest: \$29,172 Transfers: \$350,000 to MBT CIP
Cash with County - Retiree Medical	186,845		996				187,841	996	Quarterly Interest: \$996
Operating Accounts									
MBT Operating Account	457,372	140,551		1,250,000		(1,385,491)	462,432	5,060	Income: connection, permit, & other fees Transfers: \$1,250,000 from County O&M Withdrawals: O&M Expenses
MBT Capital Improvement Account	540,686			350,000		(481,907)	408,779	(131,907)	Transfers: \$350,000 from County CIP Withdrawals: pmts on Capital Projects
Revolving Fund Account	1,450						1,450	-	Withdrawals: payments on O&M expenses paid outside normal processing
Insurance Reimbursement Account	113,460		459				113,919	459	Quarterly Interest: \$459
MBT Recycled Water Account	869,741		3,735				873,476	3,735	Withdrawals: pmts on Recycled Water Projects
Petty Cash	250						250	-	
Total Cash & Investment accounts	19,535,899	142,817	108,328	1,600,000	(1,600,000)	(1,867,397)	17,919,645	(1,616,253)	

MONTECITO SANITARY DISTRICT OPERATIONS AND MAINTENANCE EXPENDITURE STATUS REPORT
FOR THE PERIOD ENDED 9/30/2023

	2023-24 BUDGET	2023-24 ACTUALS	VARIANCE	% OF BUDGET	
OPERATING EXPENDITURES					
SALARIES AND BENEFITS					
6100	STAFF SALARIES	\$ 2,099,000.00	\$ 426,442.52	\$ 1,672,557.48	20%
6105	BOARD SALARIES	45,000.00	8,085.00	36,915.00	18%
6108	AUTO ALLOWANCE - GM	3,600.00	900.00	2,700.00	25%
6270	STANDBY PAY	33,000.00	11,250.00	21,750.00	34%
6300	OVERTIME	30,000.00	4,720.03	25,279.97	16%
6400	PERS CONTRIBUTION	415,000.00	241,975.87	173,024.13	58%
6410	EMPLOYEE BENEFITS	60,000.00	11,292.67	48,707.33	19%
6500	FICA CONTRIBUTION	135,000.00	27,439.27	107,560.73	20%
6510	MEDICARE	32,000.00	6,417.24	25,582.76	20%
6520	UNEMPLOYMENT TAX - STATE	3,500.00	102.10	3,397.90	3%
6600	GROUP MEDICAL - ACWA	300,000.00	37,480.36	262,519.64	12%
6605	RETIREE MEDICAL BENEFITS	20,000.00	2,937.36	17,062.64	15%
6610	LIFE INSURANCE - ACWA	7,300.00	850.00	6,450.00	12%
6615	DISABILITY INS - STANDARD	26,000.00	3,201.36	22,798.64	12%
6620	WORKER'S COMPENSATION	50,000.00	39,570.00	10,430.00	79%
6640	DENTAL INSURANCE - ACWA	19,000.00	1,717.60	17,282.40	9%
6650	UNIFORM SERVICE - MISSION	11,500.00	1,374.93	10,125.07	12%
	TOTAL SALARIES AND BENEFITS	\$ 3,289,900.00	\$ 825,756.31	\$ 2,464,143.69	25%
SERVICES AND SUPPLIES					
7090	INS (GEN LIAB/AUTO/E&O) - CSRMA	\$ 80,000.00	\$ -	\$ 80,000.00	0%
7091	PROPERTY INSURANCE	28,000.00	36,130.84	(8,130.84)	129%
7093	INS (EMP DISHONESTY BOND) - CSRMA	1,200.00	891.00	309.00	74%
7094	INS (MOBILE EQUIP) - CSRMA	10,000.00	9,080.00	920.00	91%
7110	EMPLOYEE PHYSICALS	2,500.00	-	2,500.00	0%
7121	PROPERTY MAINTENANCE	70,000.00	29,611.49	40,388.51	42%
7122	VEHICLE MAINTENANCE	15,000.00	1,745.98	13,254.02	12%
7126	COLL - EQUIPMENT RENTAL	1,000.00	-	1,000.00	0%
7127	COLL - SAFETY EQUIPMENT/SUPPLIES	8,000.00	372.04	7,627.96	5%
7129	LIFT STATION PARTS	30,000.00	17,139.29	12,860.71	57%
7133	VACCON EQUIPMENT & REPAIRS	15,000.00	1,424.22	13,575.78	9%
7134	CCTV EQUIPMENT/REPAIRS	15,000.00	7,932.83	7,067.17	53%
7136	COLL - MISC COLLECTION TOOLS	10,000.00	3,631.65	6,368.35	36%
7138	JETTER TRUCK EQUIP / REPAIRS	6,000.00	386.21	5,613.79	6%
7150	MECHANICAL MAINTENANCE	5,000.00	1,216.36	3,783.64	24%
7200	GENERAL OPERATING SUPPLIES	10,000.00	1,831.50	8,168.50	18%
7201	DRINKING WATER	2,500.00	355.40	2,144.60	14%
7202	GLOVES	8,000.00	211.29	7,788.71	3%
7205	COMMUNITY & EMPLOYEE GOODWILL	6,000.00	1,367.69	4,632.31	23%
7220	MAILING/SHIPPING EXPENSES	5,000.00	-	5,000.00	0%
7430	MEMBERSHIPS	50,000.00	563.00	49,437.00	1%
7440	MISCELLANEOUS EXPENSES	2,500.00	-	2,500.00	0%
7450	OFFICE EXPENSES	15,000.00	2,910.68	12,089.32	19%
7452	SCANNING & SHREDDING	10,000.00	-	10,000.00	0%
7454	BOOKS/SUBSCRIPTIONS/STUDY GUIDES	2,000.00	-	2,000.00	0%
7456	COMPUTER HARDWARE/SOFTWARE/LICENSING	37,500.00	6,250.74	31,249.26	17%
7461	PROFESSIONAL SERVICES/FEEES - LEGAL	100,000.00	11,450.00	88,550.00	11%
7462	PROFESSIONAL FEES - ACCOUNTING	45,000.00	7,405.00	37,595.00	16%
7463	PROF SERVICES - ENGINEERING	100,000.00	1,300.00	98,700.00	1%
7464	PROFESSIONAL FEES - COMPUTER/GIS	60,000.00	39,276.20	20,723.80	65%
7466	PROF SERVICES - HUMAN RESOURCES	12,000.00	1,011.90	10,988.10	8%
7467	PROF SERVICES - SPECIAL LEGAL COUNSEL	25,000.00	-	25,000.00	0%
7500	PUBLIC OUTREACH	10,000.00	500.00	9,500.00	5%
7506	ADMINISTRATIVE FEES	30,000.00	11,943.57	18,056.43	40%
7508	COLLECTION/TREATMENT FINES	10,000.00	-	10,000.00	0%
7510	CONTRACTED SERVICES/LABOR	95,000.00	74,332.52	20,667.48	78%
7530	ADS/NOTICES FOR PUBLICATION	3,000.00	-	3,000.00	0%
7610	FURNITURE/FIXTURES	10,000.00	73.21	9,926.79	1%
7641	NPDES PERMIT EXPENSES-LAB	17,000.00	946.41	16,053.59	6%
7645	NPDES PERMIT REQUIREMENTS - OPERATIONS	100,000.00	-	100,000.00	0%
7650	ELECTION EXPENSES	-	-	-	0%
7651	ANALYZER CHEMICALS	-	479.62	(479.62)	0%
7652	BIO SOLIDS DISPOSAL	65,000.00	8,617.78	56,382.22	13%
7653	CHEMICALS	300,000.00	65,513.74	234,486.26	22%
7654	GENERATOR SERVICE	10,000.00	868.35	9,131.65	9%

7655	HAZARDOUS MATERIALS DISPOSAL	2,000.00	-	2,000.00	0%
7656	PLANT EQUIPMENT RENTAL	5,000.00	-	5,000.00	0%
7657	PLANT MAINTENANCE MATERIALS	90,000.00	10,982.43	79,017.57	12%
7658	PLANT MAINTENANCE PROJECTS	5,000.00	-	5,000.00	0%
7659	PLANT SAFETY EXPENSES	-	400.33	(400.33)	100%
7661	POLYMER	10,000.00	-	10,000.00	0%
7662	SMALL TOOLS/EQUIP	4,000.00	-	4,000.00	0%
7670	SPECIAL PROJECTS	120,000.00	980.00	119,020.00	1%
7671	ASSET MANAGEMENT	97,000.00	4,560.00	92,440.00	5%
7675	COVID-19 EXPENSES	-	536.34	(536.34)	100%
7681	2023 WINTER STORM	-	817.25	(817.25)	100%
7700	LAB CONSUMABLES-SMALL EQUIPMENT	32,000.00	12,300.41	19,699.59	38%
7702	LAB EQUIPMENT MAINTENANCE	10,000.00	1,398.83	8,601.17	14%
7703	CONTRACT LAB ANALYSES	10,000.00	1,740.05	8,259.95	17%
7722	BOARD TRAINING/CONF REGISTRATION	2,500.00	675.00	1,825.00	27%
7723	BOARD MEETINGS/TRAVEL EXPENSES	1,000.00	613.25	386.75	61%
7724	STAFF TRAINING/CONF REGISTRN	15,000.00	432.92	14,567.08	3%
7725	STAFF TRAVEL EXPENSES	15,000.00	5,629.78	9,370.22	38%
7726	STAFF CERTIFICATIONS/LICENSES	8,000.00	993.00	7,007.00	12%
7727	OSHA REQUIRED TRAINING	5,000.00	-	5,000.00	0%
7728	SAFETY BOOT ALLOWANCE	4,500.00	816.38	3,683.62	18%
7729	APPAREL AND UNIFORMS	2,500.00	-	2,500.00	0%
7731	LOCAL MEETING EXPENSES	2,500.00	22.00	2,478.00	1%
7740	FUEL AND OIL	25,000.00	4,447.68	20,552.32	18%
7761	WATER	10,000.00	1,473.93	8,526.07	15%
7762	NATURAL GAS	5,500.00	-	5,500.00	0%
7763	ELECTRICITY	215,000.00	42,179.31	172,820.69	20%
7766	TRASH / RECYCLING	17,000.00	2,008.39	14,991.61	12%
7767	TELEPHONE - LOCAL/LD	18,000.00	3,348.31	14,651.69	19%
7768	TELEPHONE CELLULAR	12,000.00	3,166.98	8,833.02	26%
	TOTAL SERVICES AND SUPPLIES	\$ 2,180,700.00	\$ 446,293.08	\$ 1,734,406.92	20%
	TOTAL OPERATING EXPENDITURES	\$ 5,470,600.00	\$ 1,272,049.39	\$ 4,198,550.61	23%

Fiscal Year 2023-24 Capital Improvement Program (CIP)

Adopted by the Board on June 22, 2023

Collections:

Project No.	Description	Estimated Project Cost	2023-24 Approved Budget	Project Expenditures Through 9/30/2023
C001	Collection System Condition Assessment & Prioritization Plan	\$ 40,000	\$ 50,000	
C002	Highway 101 Sewer Main Protect-In-Place	\$ 1,700,000	\$ 1,700,000	\$ 66,764
C003	Large Diameter Sewer Main Rehabilitation - Design	\$ 75,000	\$ 75,000	\$ 3,420
C005	Manhole rehab project (Lining)	\$ 100,000	\$ 100,000	
C009	Emergency Bypass Pumper	\$ 80,000	\$ 80,000	
C010	FEMA Rehabilitation - Design/Permitting	\$ 125,000	\$ 125,000	\$ 13,595
C010	FEMA Rehabilitation - Construction	\$ 950,000	\$ 950,000	\$ 12,304
CMAN	Manhole Adjustments	\$ 60,000	\$ 60,000	
CEME	Collection O/M Emergencies	\$ 50,000	\$ 50,000	\$ 1,512
CEQU	Equipment Replacement	Various	\$ 830,000	
		Collections Subtotal	\$ 4,020,000	\$ 97,594

Lift Stations:

Project No.	Description	Estimated Project Cost	2023-24 Approved Budget	Project Expenditures Through 9/30/2023
L001	Lift Station Condition Assessment & Prioritization Plan	\$ 50,000	\$ 50,000	
L002	Channel Lift Station Improvement	\$ 840,000	\$ 420,000	
LEME	Lift Station Emergency Repairs	\$ 36,518	\$ 30,000	\$ 6,518
		Lift Stations Subtotal	\$ 500,000	\$ 6,518

Treatment & Laboratory:

Project No.	Description	Estimated Project Cost	2023-24 Approved Budget	Project Expenditures Through 9/30/2023
T001	Electrical Rehabilitation & Aeration Blower Replacement Proj	\$ 200,000	\$ 200,000	
T001	Electrical Rehabilitation & Aeration Blower Replacement Proj	\$ 2,000,000	\$ 2,000,000	
T002	Skimmer Troughs Installation	\$ 70,000	\$ 70,000	\$ 78,417
T003	SCADA System Improvements	\$ 50,000	\$ 50,000	
T005	IPS Channel Improvements - Design	\$ 40,000	\$ 40,000	
T011	Bar Screen Design	\$ 75,000	\$ 75,000	
T012	Clarifier Maintenance	\$ 220,000	\$ 220,000	
T013	Bisulfate Tank Replacement	\$ 75,000	\$ 75,000	
TEME	Treatment O/M Emergencies	\$ 100,000	\$ 100,000	\$ 26,089
Treatment Subtotal		\$	2,830,000	\$ 104,507

Facilities:

Project No.	Description	Estimated Project Cost	2023-24 Approved Budget	Project Expenditures Through 9/30/2023
F001	Maintenance Building Restroom Alterations - Design	\$ 15,000	\$ 15,000	
F006	Admin/Operations Roof Replacement	\$ 50,000	\$ 60,000	
Facilities Subtotal		\$	75,000	\$ -

Sewer Main Extensions:

Project No.	Description	Estimated Project Cost	2023-24 Approved Budget	Project Expenditures Through 9/30/2023
S001	Septic to Sewer Strategic Pla	\$ 70,000	\$ 70,000	
Sewer Main Extensions Subtotal			\$ 70,000	\$ -

Program	2023-24 Approved Budget	Project Expenditures Through 9/30/2023
Collections	\$ 4,020,000	\$ 97,594
Lift Stations	\$ 500,000	\$ 6,518
Treatment & Lab Facilities	\$ 2,830,000	\$ 104,507
Sewer Main Extensions	\$ 75,000	\$ -
Sewer Main Extensions	\$ 70,000	\$ -
Total	\$ 7,495,000	\$ 208,619



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
www.montsan.org

QUARTERLY CERTIFICATION STATEMENTS FOR THE MONTECITO SANITARY DISTRICT

in accordance with
RESOLUTION NO. 2013-883, MSD INVESTMENT POLICY

For the Quarter Ended

September 30, 2023

As Treasurer of the Montecito Sanitary District, I, **Edwin Martin** certify that:

- (1) All investment actions executed since the last report have been made in full compliance with the Montecito Sanitary District Investment Policy;
- (2) A complete and timely record of all investment transactions is maintained in the District office from reports supplied by LAIF and the S. B. County Treasurer's office; and
- (3) The Montecito Sanitary District is able to meet its pool's expenditure requirements for the next six months.

Dated: _____

Board Treasurer
MONTECITO SANITARY DISTRICT



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
www.montsan.org

BOARD LIST OF PAYABLES – JANUARY 2024

<u>CHECK DATE</u>	<u>SUMMARY & TYPE</u>	<u>BATCH TOTAL</u>
01/11/2024	ACCOUNTS PAYABLE	226,422.13
	Subtotal	\$ 226,422.13
01/11/2024	CAPITAL IMPROVEMENT PROJECTS	287,693.44
	Subtotal	\$ 287,693.44
01/07/2024	PAYROLL	96,647.91
01/21/2024	PAYROLL	92,343.60
	Subtotal	\$ 188,991.51
	<u>TOTAL</u>	<u>\$ 703,107.08</u>

*All Invoices were reviewed and approved by Department Managers

**All Invoices and Payments were reviewed and approved and checks signed by the General Manager

***Board Treasurer, Edwin Martin, approved all payables by email prior to check mailing

Check History Report
Sorted By Check Number
Activity From: 1/11/2024 to 1/11/2024
MONTECITO SANITARY DISTRICT (MSD)

Bank Code: B OPERATING CASH (MBT)

Check Number	Check Date	Name	Check	Description
0000028979	1/11/2024	ACME ANALYTICAL SOLUTIONS	517.00	Analyzer Chemicals
0000028980	1/11/2024	ACWA/JPIA	29,971.47	Medical/Dental/Life Insurance Premium-December
0000028981	1/11/2024	AMAZON CAPITAL SERVICES	1,821.77	IPad Cases & Screens, Ladders, Parking Lot Lights, Surge Protectors, Office Supplies, Vehicle Cleaning Supplies
0000028982	1/11/2024	ARCE, MICHAEL J	225.00	Boot Allowance Reimbursement
0000028983	1/11/2024	AT&T MOBILITY	177.33	Office & Lift Station 4 Wireless Data Ports, Standby Cellphone
0000028984	1/11/2024	RYAN BAILEY	1,558.00	Deposit Refund-2775 Sycamore Canyon Road
0000028985	1/11/2024	BEDROCK BUILDING SUPPLIES, INC	252.30	Cement for Front Gate Light Post
0000028986	1/11/2024	BIG GREEN CLEANING COMPANY	2,603.00	Janitorial Services-January
0000028987	1/11/2024	BOYD & ASSOCIATES	600.00	Quarterly Fire/Security Alarms Monitoring
0000028988	1/11/2024	CANON FINANCIAL SERVICES INC	272.61	Canon Copier Lease Payment-January
0000028989	1/11/2024	CED ROYAL INDUSTRIAL SOLUTIONS	226.92	Terminal Block
0000028990	1/11/2024	CINTAS CORPORATION #684	1,046.53	Uniforms, Towels, Floor Mats-Cleaning/Rental-December
0000028991	1/11/2024	COLANTUONO, HIGHSMTIH & WHATLEY PC	6,050.00	Legal Counsel Services-December
0000028992	1/11/2024	COMPUVISION COMMUNICATIONS	19,068.79	Implementation of Microsoft Office 365 Cloud & Share Point, Converged Cyber Security Suite, Dell Monitor
0000028993	1/11/2024	COX BUSINESS	160.39	Wireless Internet Services-December
0000028994	1/11/2024	CSRMA	73,846.00	Pooled Liability Insurance Renewal 12/31/23-12/31/24
0000028995	1/11/2024	CALIFORNIA WATER ENVIRONMENT	221.00	Membership Renewal-Martinez
0000028996	1/11/2024	DATCO SERVICES CORPORATION	175.50	DATCO Quarterly Services
0000028997	1/11/2024	DOCU PRODUCTS	134.24	Copier Maintenance Agreement-January
0000028998	1/11/2024	ENGEL & GRAY, INC	5,421.91	Biosolids Hauling-December
0000028999	1/11/2024	FAMCON PIPE & SUPPLY, INC	139.63	Parts for Flow Meter
0000029000	1/11/2024	FISHER SCIENTIFIC	510.35	Lab Testing Supplies
0000029001	1/11/2024	FRONTIER	637.86	Phone Services for Collections & WWTP-December
0000029002	1/11/2024	GLS COMPANIES	750.00	Landscape Services-December
0000029003	1/11/2024	GRAINGER	427.39	Thread Sealant, Duct Sealant, Hose Adapter, Recoil Starter
0000029004	1/11/2024	HASA	14,193.39	Sodium Hypochlorite
0000029005	1/11/2024	HAYWARD SANTA BARBARA	719.28	Tarps for Operations Building
0000029006	1/11/2024	ROBERT KEEN	225.00	Boot Allowance Reimbursement
0000029007	1/11/2024	KIMBALL MIDWEST	134.78	Plant Equipment Sealants/Lubricant
0000029008	1/11/2024	MCCORMIX CORP	1,186.91	Vehicle Fuel 12/01-12/31/2023
0000029009	1/11/2024	MCMaster-CARR SUPPLY COMPANY	388.24	Strut Channel, Bearing Grease
0000029010	1/11/2024	MICHAEL VIETTONE CIVIL ENG	850.00	Engineering Services for 2500 East Valley Road
0000029011	1/11/2024	MOTION INDUSTRIES, INC	339.12	Plant Maintenance Materials
0000029012	1/11/2024	MOUNTAIN SPRING WATER	127.90	Bottled Drinking Water, Cooler Rental-December
0000029013	1/11/2024	MONTECITO WATER DISTRICT	484.61	Water Service-December
0000029014	1/11/2024	MONTECITO WATER DISTRICT	2,316.27	Water Tender Usage April-September
0000029015	1/11/2024	O'CONNOR PEST CONTROL	150.00	Mice, Rats Traps for WWTP
0000029016	1/11/2024	PAYCHEX OF NEW YORK, LLC	332.70	Payroll Services-December
0000029017	1/11/2024	JUDITH PETRAITIS	1,150.00	Deposit Refund-918 Chelham Way
0000029018	1/11/2024	PURETEC INDUSTRIAL WATER	78.40	Water Softener Sodium Tank Exchange
0000029019	1/11/2024	ROBERT D. NIEHAUS, INC	1,552.50	Rate Study-December
0000029020	1/11/2024	RINGCENTRAL, INC.	708.06	Phone Service-December
0000029021	1/11/2024	ROYAL ADHESIVES & SEALANTS, LLC	475.29	Epoxy for Collections
0000029022	1/11/2024	SANSUM CLINIC	165.00	DMV/DOT Exam-Flores
0000029023	1/11/2024	S B HOME IMPROVEMENT CENTER	37.56	Buckets for Collections
0000029024	1/11/2024	SANTA BARBARA & VENTURA COUNTY	4,690.00	Install Metal Door at Lift Station 1
0000029025	1/11/2024	SOUTHERN CALIFORNIA EDISON CO	16,840.61	Electric Service 11/22-12/21/23
0000029026	1/11/2024	SHERWIN-WILLIAMS CO.	1,077.78	Paint Supplies for Lift Stations
0000029027	1/11/2024	DANIEL SHOEMAKER	1,325.00	Cancellation of Permit A-5331 for 311 San Ysidro Road
0000029028	1/11/2024	STREAMLINE	375.00	Website Management Services-January
0000029029	1/11/2024	TAFT ELECTRIC COMPANY	17,380.30	On-Call Electrical Services for WWTP and Lift Stations
0000029030	1/11/2024	UNIVAR SOLUTIONS	7,281.74	Sodium Bisulfite
0000029031	1/11/2024	UNDERGROUND SERVICE ALERT	97.50	50 New Dig Alert Tickets-December
0000029032	1/11/2024	VENTURA AIR CONDITIONING CO.	745.00	Preventative Maintenance of Lab HVAC
0000029033	1/11/2024	ZWORLD GIS	2,280.00	GIS Development and Program Support-December
0000029034	1/11/2024	SEIU LOCAL 620	1,899.20	Union Dues for Payroll's 11/12/2023-01/07/2024

Montecito Sanitary District

Finance Committee Meeting - February 15, 2024

Bank B Total: 226,422.13

Sorted By Check Number
Activity From: 1/11/2024 to 1/11/2024
MONTECITO SANITARY DISTRICT (MSD)

Bank Code: G CAPITAL IMPROVEMENT CASH (MBT)

Check Number	Check Date	Name	Check Amount	Description
0000001433	1/11/2024	ASPECT ENGINEERING GROUP	5,059.25	CIP No. T003; Engineering Services for the SCADA Implementation-December
0000001434	1/11/2024	FILIPPIN ENGINEERING	19,748.00	CIP No. C002; Construction Management Services for the Hwy 101 Sewer Main Protect-In-Place Project-Nov/Dec
0000001435	1/11/2024	SERPENTIX CONVEYOR CORP.	11,198.39	CIP No. CEME: Belt Press Telescoping Conveyor Belt
0000001436	1/11/2024	TIERRA CONTRACTING INC	242,520.75	CIP No. C002; Construction of the Hwy 101 Sewer Main Protect-In-Place Project Progress Payment
0000001437	1/11/2024	TORO ENTERPRISES, INC	9,167.05	CIP No. C002-Carryover; Construction of the Posilipo Force Main Relocation Project-Progress Payment
Bank G Total:			<u>287,693.44</u>	
Report Total:			<u><u>514,115.57</u></u>	