



Montecito Sanitary District

1042 Monte Cristo Lane A Public Service Agency
Santa Barbara, CA 93108

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

BOARD PACKET

For the Regular Board Meeting of

Thursday, July 22, 2021

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MINUTES

For the Regular Meeting of the Board on:

July 8, 2021

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a regular meeting at 2:00 pm on Thursday, July 8, 2021 using Zoom teleconferencing in accordance with the State Executive Order No. N-29-20 issued on March 17, 2020.

ATTENDANCE

Board Members Present:

President Dorinne Lee Johnson, Vice President Woody Barrett, Treasurer Don Eversoll

Board Members Absent:

Director Gary Fuller, Secretary Dana Newquist

Director Newquist joined the meeting at 2:15pm

Also Present and Participating:

Tony Wong, P.E. Kimley-Horn; Interim General Manager
Cameron Goodman, MSD General Counsel, Price Postel & Parma
Elizabeth (Betsy) Byrne, District Administrator/Clerk of the Board
Ricardo Larroude, MSD Collections & Maintenance Supervisor
Carole Rollins, MSD Laboratory & Pretreatment Manager
Anne-Marie Dunaway, Homeowner
Beryl Kresiel
LR
858-414-1214

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

ON MOTION by Director Barrett, Second by Director Eversoll, the Board voted to approve the Minutes from Board Meetings held on June 24th, 2021.

AYES:	Directors Barrett, Eversoll, and Johnson
NAYS:	None
ABSTAIN:	None
ABSENT:	Directors Fuller, and Newquist

ON MOTION by Director Barrett, Second by Director Eversoll, the Board voted to approve the Minutes from Board Meetings held on June 30th, 2021.

AYES: Directors Barrett, Eversoll, and Johnson
NAYS: None
ABSTAIN: None
ABSENT: Directors Fuller, and Newquist

4. APPROVAL OF PAYABLES

ON MOTION by Director Barrett, Second by Director Eversoll, the Board voted to approve the District payables for checks dated June 19 through July 2nd, 2021.

AYES: Directors Barrett, Eversoll, and Johnson
NAYS: None
ABSTAIN: None
ABSENT: Directors Fuller, and Newquist

5. OLD BUSINESS

A. ANNUAL SEWER SERVICE CHARGE HEARING TO COLLECT SEWER SERVICE CHARGES ON THE COUNTY TAX ROLL - RESOLUTION 2021-933

ON MOTION by Director Eversoll, Second by Director Barrett, the Board voted to adopt Resolution 2021-933 ordering the filing with the County Auditor of a report of Sewer Service Charges for Fiscal Year 2020-21 to be placed on and collected by means of the County Tax Roll.

AYES: Directors Barrett, Eversoll, and Johnson
NAYS: None
ABSTAIN: None
ABSENT: Directors Fuller, and Newquist

Director Newquist joined the meeting at 2:15pm

B. AD-HOC COMMITTEE LILAC AND OAK GROVE SEWER MAIN EXTENSION PROJECT

ON MOTION by Director Barrett, Second by Director Newquist, the Board voted to direct staff to 1) Reject all bids for the Lilac and Oak Grove Sewer Main Extension Project; and 2) secure new bids based on engineering from staff for Lilac & Oak Grove project combined, for Lilac by itself, and for Oak Grove by itself.

Member of the public, Anne-Marie Dunaway addressed the Board to say “thank you for all your efforts. For seeking new bids and for wanting to reduce the cost of the project. Thank you,”

AYES: Directors Barrett, Eversoll, Newquist, and Johnson
NAYS: None
ABSTAIN: None
ABSENT: Director Fuller

ON MOTION by Director Barrett, Second by Director Eversoll, the Board voted that Sewer Main Extension Projects exceeding \$350,000 shall require 65% participation.

AYES: Directors Barrett, Eversoll, Newquist, and Johnson
NAYS: None
ABSTAIN: None
ABSENT: Director Fuller

ON MOTION by Director Barrett, Second by Director Newquist, the Board voted that Sewer Main Extension Projects less than \$350,000 shall be brought to the Board for consideration.

AYES: Directors Barrett, Eversoll, Newquist, and Johnson
NAYS: None
ABSTAIN: None
ABSENT: Director Fuller

C. LILAC AND OAK GROVE SEWER MAIN EXTENSION PROJECT

See above.

6. NEW BUSINESS

A. INTEREST RATE CHARGED ON SEWER MAIN EXTENSION DEFERRAL

ON MOTION by Director Barrett, Second by Director Eversoll, the Board voted to adjust the current policy on sewer main extension deferrals, replacing all wording tied to the County Treasury Interest rate, changing to the Current Prime Interest rate, to begin effective October 1, 2021.

AYES: Directors Barrett, Eversoll, Newquist, and Johnson
NAYS: None
ABSTAIN: None
ABSENT: Director Fuller

B. GRANT FUNDING

The Board Discussed Grant funding and requested additional information from Interim General Manager Tony Wong for the next Regular meeting on July 22, 2021. The Board discussed future project reporting from staff include efforts to research all possible local, state, and federal grant funding per-project when reporting projects to the Board for consideration.

7. ITEMS FOR THE NEXT AGENDA

The next regular Board meeting will be on July 22, 2021 at 2:00 pm.

- i) Grant Funding
- ii) General Counsel to report research on a potential Ordinance to collect construction costs on the County Tax Roll.

- iii) Update on the Highway 101 Sewer Main Relocation Project (involving the Miramar lift station and impacts to the Miramar Rosewood Hotel).
- iv) Sewer Lateral Rebate Program
- v) A&O Committee Report
- vi) Strategic Planning Committee Report

The following regular Board meeting will be on August 12, 2021 at 2:00 pm.

- i) Hearing a report from the Ad-Hoc committee on Board Policies & Procedures Manual.
- ii) Enhanced Recycled Water Feasibility Study
- iii) Quarterly Financial Statements & Investment Certification
- iv) Discuss the District's \$8,400 connection fee.
- v) Discuss the District's policy about ratepayers and the requirement to replace sewer lines from the sewer main to the home.

8. ADJOURNMENT

The meeting adjourned at 3:41 pm ON MOTION by Director Newquist, second by Director Eversoll.

These minutes were presented for approval at the Regular Board Meeting on July 22, 2021.

Dorinne Lee Johnson, President

Ellwood T. Barrett II, Vice President

Dana Newquist, Secretary

Donald M. Eversoll, Treasurer

Gary Fuller, Director



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BOARD LIST OF PAYABLES

<u>CHECK DATE</u>	<u>SUMMARY & TYPE</u>	<u>BATCH TOTAL</u>
07/16/2021	ACCOUNTS PAYABLE	\$ 52,842.12
07/15/2021	PAYROLL	\$ 87,448.68
	TOTAL	\$ 140,290.80

Approved for Payment:

Date: July 22, 2021

Amount: \$ 140,290.80

_____, General Manager

_____, Treasurer

_____, Director

Check History Report
Sorted By Check Number
Activity From: 7/16/2021 to 7/16/2021
MONTECITO SANITARY DISTRICT (MSD)

Check Number	Check Date	Name	Check Amount	Description
026722	7/16/2021	AG ENTERPRISES, INC	280.00	Annual Backflow Testing
026723	7/16/2021	ALPHA PRODUCTIONS	515.00	Annual Preventative Maintenance of Lab Autoclave
026724	7/16/2021	AUTOZONE, INC	73.85	Service Parts for Tacoma, Unit #4
026725	7/16/2021	BIG GREEN CLEANING COMPANY	2,144.00	Janitorial Supplies, Board Room Carpet Cleaning and Shampoo
026726	7/16/2021	BOYD & ASSOCIATES	390.00	Quarterly Security Alarm Services
026727	7/16/2021	KELLY BROWNE	2,300.00	Deposit Refund-445 Pimiento Lane
026728	7/16/2021	CANON FINANCIAL SERVICES INC	272.61	Canon Copier Lease Payment-July
026729	7/16/2021	CARLSON, DAVID (or) SARAH	1,150.00	Deposit Refund-950 Chelham Way
026730	7/16/2021	CINTAS CORPORATION #684	1,100.35	Uniform, Towels, Floor Mats-Cleaning/Rental-June
026731	7/16/2021	COMPUVISION COMMUNICATIONS	190.00	IT Services-June
026732	7/16/2021	CORT	44.00	Deed Report-June
026733	7/16/2021	CULLIGAN OF VENTURA COUNTY	121.40	Bottled Drinking Water-June
026734	7/16/2021	CALIFORNIA WATER ENVIRONMENT	91.00	Plant Maintenance Tech 1 Certification Renewal-Larroude
026735	7/16/2021	DATCO SERVICES CORPORATION	195.00	Quarterly DATCO Services
026736	7/16/2021	ENGEL & GRAY, INC	4,497.20	Biosolids Hauling-June
026737	7/16/2021	DENNIS EVANGELATOS	2,000.00	Lateral Replacement Rebate-1338 School House Road
026738	7/16/2021	FISHER SCIENTIFIC	63.86	Lab Supplies
026739	7/16/2021	FRONTIER	378.43	Phone Service for Operations/Collections, Lift Station #5-July
026740	7/16/2021	GRAINGER	389.78	Marking Paint, Poison Ivy Cleanser, Electrical Panel Labels
026741	7/16/2021	HACH COMPANY	419.50	Lab Testing Supplies
026742	7/16/2021	WILLIAM HOWARD (or) CINDY PITZER	3,604.00	Deposit Refund, Lateral Replacement Rebate-1570 Ramona Lane
026743	7/16/2021	JUAN O'S MOBILE REPAIR	300.00	Troubleshoot Vac-Con Service Code Notifications
026744	7/16/2021	KIMLEY-HORN AND ASSOCIATES, INC	14,101.53	Interim GM Services 06/15-06/30/21
026745	7/16/2021	JOHN (or) DEBORAH MACKALL	1,970.00	Deposit Refund, Service Charge Deduction-330 Sheffield Drive
026746	7/16/2021	RICHARD (or) WENDY MANGONE	4,300.00	Deposit Refund, Lateral Replacement Rebate-966 Chelham Way
026747	7/16/2021	MARBORG INDUSTRIES	1,630.53	Refuse Disposal, Recycling, Dumpster Rental & Roll-Off
026748	7/16/2021	MCCORMIX CORP	641.72	Vehicle Fuel 06/15-06/30/21
026749	7/16/2021	MONTECITO JOURNAL	130.00	Service Charge Hearing Publication
026750	7/16/2021	MONTECITO WATER DISTRICT	943.47	Water Service-June
026751	7/16/2021	PAYCHEX OF NEW YORK, LLC	430.35	Payroll Services-June
026752	7/16/2021	PITNEY BOWES GLOBAL FINANCIAL	176.16	Quarterly Postage Meter Lease Payment
026753	7/16/2021	S B HOME IMPROVEMENT CENTER	169.45	Property/Plant Maintenance Materials
026754	7/16/2021	SANTA BARBARA NEWS-PRESS	467.50	Service Charge Hearing/Notice to Contractors Publications
026755	7/16/2021	SOCAL GAS	284.46	Gas Service-June
026756	7/16/2021	STREAMLINE	310.00	Website Management Services-July
026757	7/16/2021	UNIVAR SOLUTIONS	5,416.57	Plant Chemicals
026758	7/16/2021	UNDERGROUND SERVICE ALERT	234.21	104 Underground Service Alert Tickets-June
026759	7/16/2021	USA BLUE BOOK	371.19	Degreaser for Lift Station #5
026760	7/16/2021	VENTURA AIR CONDITIONING CO.	745.00	Preventative Maintenance of Lab HVAC System
Bank B Total:			52,842.12	
Report Total:			52,842.12	



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MONTECITO SANITARY DISTRICT STAFF REPORT

DATE: July 22, 2021

TO: **BOARD OF DIRECTORS**

FROM: General Manager-Bradley Rahrer

PREPARED BY: Interim General Manager Tony Wong

SUBJECT: General Grant Funding Process and Capability

SUMMARY: Kimley-Horn Slide Presentation

Recommendation – THEREFORE, STAFF RECOMMENDS THAT

1. The Board of Directors receive a presentation from Interim General Manager Tony Wong covering grant funding opportunities and practices to support District programs and capital improvement projects

Fiscal Impact – None

Public Notice – No notice required

Previous Related Action – None

Goals and Objectives – To be vigilant of available of funding opportunities and improve District funding support for Capital Improvement Projects (CIP) and other operations.

Environmental Determination – None

Analysis – Justifications: No specific task identified or required at this time.

OTHER DEPARTMENTS INVOLVED: Engineering and Administrative Staff

ATTACHMENTS: Kimley-Horn Presentation to be furnished.



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MONTECITO SANITARY DISTRICT STAFF REPORT- ITEM 5C

Date: June 24, 2021

TO: Board of Directors

FROM: Bradley Rahrer, General Manager

PREPARED BY: Carrie Poytress, Engineering Manager

SUBJECT: Proposed Ordinance 19

SUMMARY: For District Counsel to draft a new Ordinance for property owners to elect to have connection fees, inspection fees, and proportionate share of sewer main extension costs collected on the County tax roll over a period up to 30 years.

Recommendation – STAFF RECOMMENDS THAT

1. The Board authorize the District Counsel to draft the Ordinance.

Or

2. To take other action as deemed appropriate or necessary.

Fiscal Impact – The fiscal impact is unknown at this time and will be based on the number of property owners that elect to participate in program and the proportionate cost per property of the sewer main extension project. Staff strongly believe that the Ordinance with the additional repayment options will allow more home owners to participate in the sewer main extension projects sooner than if they deferred the costs. The Ordinance will be a benefit to the District in recouping project costs gradually over a period of time.

Previous Related Action – In 2020 the Board directed staff to create a septic to sewer installment payment program.

Public Notice – Once the Ordinance is drafted and approved by the Board, staff will publish the Ordinance in the local newspaper as required by Health and Safety Code §6490.

Goals and Objectives – To help property owners distribute the costs over a period of time for connecting to a new sewer main extension in order to encourage and enable more properties to be able to afford to connect to a new sewer main after an extension project. This will aid the District in recouping the costs of constructing sewer main extensions by assisting property owners in being able to afford the costs.

Environmental Determination – Categorically exempt by CEQA.

Analysis – Justifications: The District currently has a program to allow property owners that are connecting to the sewer for the first time to pay their connection fees (currently \$8,400) over a 10-year period and collect such fees via the County property tax roll. The previous District Counsel had prepared agreements for a property owner to sign in order to participate in the program. Attached is the information on the existing program (EXHIBIT A). However, this existing program does not include payments of the proportionate share of the project construction costs of a sewer main extension.

Staff recommends to revise the program so that it includes the connection fees, inspection fees, and the share of project costs of the sewer main extension and extend the period to 10, 20, or 30-year equal annual installments with interest. An Ordinance would formalize the program and reduce the number of agreements a property owner has to sign. The MSD annual sewer service charges are already collected on the property tax roll.

Staff anticipate that this proposed Ordinance would help the property owners' ability to pay for and move forward with sewer main extension projects. The Lilac and Oak Grove sewer main extension project is the longest and most expensive extension project the District has proposed. If the Board awards the contract to Tierra Contracting as recommended by staff, this Ordinance would allow the property owners of Lilac and Oak Grove to pay the \$105,597.15 of the proportionate share of the construction costs over 30 years which would make the annual payments approximately \$3,519.91 plus interest. Staff anticipates that future sewer main extensions will also be more costly than past projects due to the nature of the areas that do not yet have sewer.

OTHER DEPARTMENTS INVOLVED: Accounting

ATTACHMENTS: Existing Septic to Sewer Installment Program



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MONTECITO SANITARY DISTRICT STAFF REPORT

DATE: July 22, 2021

TO: Board of Directors

FROM: Bradley Rahrer, General Manager

PREPARED BY: Carrie Poytress, Engineering Manager

SUBJECT: Caltrans Highway 101 HOV Lanes Project

SUMMARY: The Caltrans Highway 101 High Occupancy Vehicle (HOV) Lanes Project proposed bridge footings at Oak Creek will interfere with the existing MSD 12" VCP gravity sewer main and two 6" cast iron pipe force mains that cross Highway 101. Caltrans requires that the MSD pipelines be relocated prior to starting their work.

PROGRESS:

1. Kickoff Meeting with Flowers and Associates on June 23, 2021.
2. MSD staff attended a coordination meeting with a Caltrans representative, Contractor's representative, and Flowers & Associates on June 24, 2021 to confirm schedule and design assumptions.
3. MSD Staff submittal a preliminary alignment from Flowes and Associate to Caltrans for Caltrans review of the proposed relocated sewer main.
4. MSD is awaiting Caltrans roadway design documents to confirm proposed alignment is feasible and an official relocation letter stating separation requirements for the District's sewer assets.
5. A meeting has been scheduled with Miramar Resort team to introduce the new General Manager and the proposed project.

NEXT MILESTONES:

1. MSD to submit to Caltrans for their review relocation and abandonment plans in Decmeber 2021.

Fiscal Impact – Design Services for \$177,806; construction costs will be estimated as part of the design project.

Public Notice – No notice required for this design phase.

Previous Related Action – Under direction of the Interim General Manager, District staff issued a request for proposal (RFP) for the sewer main crossing relocation on March 12, 2021. Staff received three proposals on April 2, 2021 and Staff determined the most qualified firm for engineering design services to be Flowers & Associates. On May 27, 2021, the Board of Directors authorized a contract with Flowers & Associates for design services to evaluate the impacts of the Caltrans Highway 101 HOV Project and design the pipeline relocation and abandonment plans. **Goals and Objectives** – To meet the Caltrans requirement to relocate the existing sewer main to not interfere with the proposed Oak Creek Bridge.

Environmental Determination – Categorically exempt by CEQA.

Analysis – Justifications: On April 23, 2021 the District received a relocation claim letter from the Caltrans utility coordinator. The existing 12” VCP sewer main from N. Jameson crosses Highway 101 to Posilipo Lane and connects to the Posilipo Lift Station. The 12” VCP gravity sewer main is the only pipe that collects sewage from the eastern portion of the District. This existing sewer main is in conflict with the Caltrans Highway HOV proposed bridge footings at Oak Creek and Caltrans is requiring the District to relocate the sewer main at MSD’s expense. In addition, the two existing 6” cast iron pipe force mains from the Posilipo Lift Station are also in conflict with the proposed bridge, but these force mains can be demolished at any time as they are currently redundant. Furthermore, the District is looking to reduce the sewage flow to the Posilipo Lift Station that is adjacent to the Union Pacific Railroad tracks. The Posilipo Lift Station wet well lacks detention time especially during wet weather flows. The Posilipo lift station pump flow varies between 412 gpm with one pump running and 926 gpm with two pumps running during wet weather events. The District proposes to bring some of the sewage flow to the Miramar Lift Station instead of the Posilipo Lift Station. The Miramar Lift Station pump flow can vary from 190 gpm to 590 gpm with one pump running and 1,100 gpm with two pumps running. The Miramar lift station was experiencing odors since the flow from the hotel was so low. MSD Collections crew adjusted the speed of the Miramar pumps down to 200 gpm to accommodate the low flows but these pumps are not running efficiently at low capacity. Rerouting approximately 80% of the flow from the Posilipo Lift Station to the Miramar Lift Station would provide higher detention times at the Posilipo Lift Station in an emergency. The properties south of Highway 101 would continue to be served by the Posilipo Lift Station and the pumping levels would be adjusted due to the lower flow. The District completed flow monitoring in January and February 2021. The final flow analysis will be completed by the consultant using the flow monitoring data and the meter data from the lift stations.

OTHER DEPARTMENTS INVOLVED: Collections

ATTACHMENTS: None.

Montecito Sanitary District
Policy For
Private Sewer Lateral Investigation and Rehabilitation Program

Program Overview

The Montecito Sanitary District's Private Sewer Lateral Investigation and Rehabilitation Program ("Program") is a voluntary program established in an effort to address the District's inflow and infiltration problems experienced during times of rain. During rainstorms, sewer flows have increased from the typical daily average of 0.90 million gallons per day to over 6 million gallons per day entering the District's treatment plant. This is not including the thousands of gallons that spill from collection system manholes due to the over burdening of the collection system piping. The Program provides a substantial benefit to the District by reducing the amount of rain water that enters the sanitary sewer system from underground cracked laterals and from illegal connections such as roof drains and yard drains which should not be plumbed to the sanitary sewer system.

Who Can Participate

To participate in the Program, an application on a District approved form must be completed by the property owner or an authorized agent, and the property must meet the following criteria:

- The property must be a single family residence which is owner or renter occupied
- There must be access to the sewer lateral so that a video inspection can be performed

Commercial or institutional properties are not eligible to participate in the Program.

Requirements

Participation in the Program is limited to one time per property. The following guidelines have been established to confirm eligibility for reimbursement:

- All work performed must have the appropriate permits from the District and the County of Santa Barbara
- All work must be performed by a qualified licensed contractor
- The applicant must show proof of material costs and contract labor expenses
- Property owners are required to have their sewer lateral cleaned prior to the lateral being video inspected
- Property owners have the option to make only the District recommended repairs or perform a complete replacement/rehabilitation of their sewer lateral
- All Orangeburg pipe must be removed
- Property owners must agree to inspection of their property to locate any storm water connections to the sanitary sewer system
- Property owners must agree to appropriately abandon any connection which allows storm water to enter the sanitary sewer system

Reimbursement

Property owners will be reimbursed 50% of the cost, up to a maximum of \$2000, to correct defects in their sewer lateral.

Costs incurred for the correction of illegal connections (rain water draining to the sanitary sewer system) will not be reimbursed under this Program.


Reimbursements to property owners are on a "first come, first served basis", and are limited to the District approved funding for the Program.

How the Program works

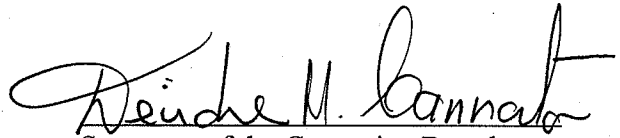
- 1) The property owner arranges for cleaning and video inspection of their private sewer lateral by a qualified plumber/contractor. A copy of the video tape must be submitted by the property owner to the District for review. The property owner shall also complete and submit an Application for Participation in the Private Sewer Lateral Investigation and Rehabilitation Program. District staff will review the video and the application and provide the property owner with a report detailing the needed repair or replacement of the sewer lateral.
- 2) Using the information in the report, the property owner shall contract with a licensed, experienced contractor to make the necessary repairs. The property owner or the contractor must obtain all applicable permits from the District and the County of Santa Barbara prior to commencement of the work. The repairs will be inspected by District personnel. Prior to the final inspection, the property will be inspected for any storm drainage connections to the sanitary sewer.
- 3) When the sewer lateral repair/rehabilitation is complete, having met all District requirements, the property owner shall submit the following to the District:
 - o A copy of all receipts and an itemized bill from the contractor who performed the work. These items must be submitted in order to receive reimbursement from the District. Reimbursement rates are 50% of the cost, up to a maximum of \$2,000.
- 4) The District will reimburse the property owner the appropriate amount in accordance with the Program guidelines within 30 days of the receipt of the itemized costs.

Approved and adopted by the Governing Board of the Montecito Sanitary District this 26th day of July, 2005, by the following vote, to wit:

Ayes: Arnold, Begley, McKenzie and Tmur
 Nays: None
 Abstain: None
 Absent: Cannata



 President of the Governing Board
 Montecito Sanitary District



 Secretary of the Governing Board
 Montecito Sanitary District



(Seal)



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MINUTES

For the special Meeting of the A&O Committee on:

July 14, 2021

1. CALL TO ORDER

The A&O Committee of the Montecito Sanitary District convened a special meeting at 2:00 pm on Thursday, July 14, 2021 using Zoom teleconferencing in accordance with the State Executive Order No. N-29-20 issued on March 17, 2020.

ATTENDANCE

Board Members Present:

Committee chair Woody Barrett, Director Don Eversoll

Board Members Absent:

none

Also Present and Participating:

Bradley J. Rahrer, P.E. MSD General Manager

Carrie Poytress, P.E. MSD District Engineer

Elizabeth (Betsy) Byrne, District Administrator/Clerk of the Board

Ricardo (Rico) Larroude, MSD Collections & Maintenance Supervisor

2. PUBLIC COMMENT

None.

3. COMMITTEE STATEMENT OF PURPOSE

The Administration and Operations (A&O) Committee shall focus on District's Operations, primarily dealing with plant equipment, lift stations, any ongoing Capital Improvement Projects, and ongoing operations programs.

4. NEW BUSINESS

A. FY2021-22 APPROVED BUDGETED CAPITAL IMPROVEMENT PROJECTS

District General Manager Brad Rahrer gave a summary overview of all projects for the coming fiscal year listed on the Capital Improvement Projects (CIP) Budget. See attached FY21-22 CIP Budget including project timeline.

B. LIFT STATION OVERVIEW

Acting Operations Manager Rico Larroude provided an overview of the operation of the district's five lift stations, the current daily average (dry weather) flows for each lift station and a diagram of the geographical area for each station's collection.

C. EMERGENCY TRAILERS

District General Manager Brad Rahrer gave a summary of the three trailers currently on MSD site and their use and purpose. 1 Office Trailer (MSD Owned), 1 break-room trailer (MSD Owned), and 1 restroom trailer (rented).

D. FEMALE LOCKER ROOM

District General Manager Brad Rahrer summarized the need for updating the current MSD facilities to meet the needs of recent laws as well as a changing industry workforce, and that a previous long range plan included greater female locker room facilities, and a dedicated lactation room.

E. PLANT SECURITY

The Committee discussed updates to District site security within the last year, and District General Manager Brad Rahrer assured the committee that updates have been made, and more security updates are planned line items in the FY21-22 CIP budget to continue to address District security needs.

F. RECYCLE WATER PILOT PROJECT

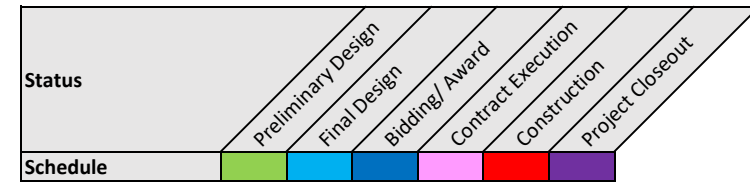
District General Manager Brad Rahrer summarized the status of the Recycled Water Pilot project as currently being offline in conservation mode. The committee discussed the pilot project.

5. COMMITTEE RECOMMENDATIONS TO THE BOARD

No recommended actions. Committee report will provide brief operational status report to the board at its next meeting on July 22, 2021

6. ADJOURNMENT

The meeting adjourned at 3:12 pm



Fiscal Year 2021-22 Capital Improvement Projects Schedule

Collections Projects																		
Project No.	Description	Estimated Project Cost	Estimated FY21-22 Cost	Future Fiscal Yrs. Cost	PM	Status	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Scheduled and Emergency Replacements	\$ -	\$ 100,000	unknown		Unscheduled												
2	Manhole Raising/ Repair/ Replacement	\$ -	\$ 400,000															
	A. Highway 192 Lower and Raise 60 Manholes- Caltrans	\$ 185,500	\$ 185,500		CP	Contract Execution												
	B. On-Call Manhole Adjustments and Sewer Main Repair	\$ 60,200			BR	Final Design												
3	Sewer Main Repair / Replacement/ Lining	\$ -	\$ 175,000															
	A. Trunk main, Manholes, and sewer lining- design only	\$ 50,000	←		RL	Preliminary Design												
	B. Brooktree Rd Sewer Main Replacement (County Project)	\$ 28,000	←	\$ -	CP	Construction												
9	Highway 101 Sewer Main Relocation Project (Caltrans HOV)	\$ 1,177,900	\$ 677,900	\$ 500,000		Final Design												

Treatment Facility Projects																		
Project No.	Description	Estimated Project Cost	Estimated FY21-22 Cost	Future Fiscal Yrs. Cost	PM	Status	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	Electrical Rehabilitation Project (including: AB blower and motors, ATS, VFDs, & HVAC for Admin/Operations building)	\$ 855,000	\$ 855,000	\$ -	CP	Final Design												
	Roof for Admin/Operations and Board room building	\$ 65,000	\$ 65,000	\$ -	CP	Final Design												
	HVAC system for board room and maintenance building	\$ 13,000	\$ 13,000	\$ -	RL	Final Design												
	Access Gates controllers and keypads (main and maintenance)	\$ 37,500	\$ 37,500	\$ -	RL	Preliminary Design												
	Clarifier Skimmer troughs replacement	\$ 90,000	\$ 55,000	\$ 35,000	RL	Preliminary Design												
	Forklift purchase	\$ 35,000	\$ 35,000	\$ -	RL	Preliminary Design												
	Digester Blowers replacement	\$ 33,000	\$ 33,000	\$ -	CP	Preliminary Design												

Lift Station Projects																		
Project No.	Description	Estimated Project Cost	Estimated FY21-22 Cost	Future Fiscal Yrs. Cost	PM	Status	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	Channel Drive Lift Station Improvements	\$ 50,000	\$ 50,000	\$ 240,000	CP	Preliminary Design												

Sewer Main Extension Projects																		
Project No.	Description	Estimated Project Cost	Estimated FY21-22 Cost	Future Fiscal Yrs. Cost	PM	Status	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
9	Lilac and Oak Grove Sewer Main Extension Construction	\$ 2,323,137	\$ 2,323,137	\$ -	CP	Final Design												
9	Ashley Road Lift Station and Sewer Main Extension Project	\$ 2,750,000	\$ 1,500,000	\$ 1,250,000	CP	Preliminary Design												

Recycled Water Fund																		
Project No.	Description	Dedicated Fund	Estimated FY21-22 Cost	Future Fiscal Yrs. Cost	PM	Status	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	Enhanced Recycled Water Feasibility Study	\$ 1,190,000	\$ 75,000		CP	Unscheduled												

**Montecito Sanitary District
Lift Station Information**

<u>#</u>	<u>Name</u>	<u>Constructed</u>	<u>Pumps</u>	<u>Area served</u>	<u>Pump Output</u>	<u>Average Flow</u>	<u>Notes</u>
1	Channel Dr. Lift Station	1963	2 pumps	Biltmore, Coral Casino, homes West of Bonnymede south of UPRR	360 gpm	40,000 gpd ADWF	
2	Bonnymede Lift Station	1963	2 pumps	Bonnymede & SeaMeadow	200 gpm	16,000 gpd ADWF	
3	Eucalyptus Lift Station	1963	2 Pneumatic pumps	28 parcels	50 gpm	≈5,000 gpd ADWF	pumps to Bonnymede LS
4	Posilipo Lift Station	1963	3 pumps	Approx. Eastern 1/3rd of District	412 gpm	119,000 gpd ADWF	
5	Miramar Lift Station	2019	3 pumps	Miramar Hotel	460 gpm	19,000 gpd ADWF	



Montecito Sanitary District

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Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
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AGENDA

For the Special Meeting
of the Strategic Planning Committee on:

July 15, 2021

The special meeting of the Strategic Planning Committee will begin at 2:00 p.m. on July 15, 2021. Due to COVID-19 Pandemic, the meeting will be held via Zoom per the [Virtual Meeting Protocols](#).

The public may attend and comment by calling 1-669-900-6833 Meeting ID: **849 3389 3938**

Or by visiting: <https://us02web.zoom.us/j/84933893938>

1. **CALL TO ORDER/ROLL CALL**

2. **PUBLIC COMMENT**

Public comment is **limited to 3 minutes** and is at the discretion of the Board President. For further instructions, see please see [Instructions for Public Comment](#) on the District's website.

3. **NEW BUSINESS**

A. **JOINT RECYCLED WATER PROJECT WITH MWD AND ENHANCED FEASIBILITY STUDY**

Receive a presentation from Carollo Engineers, Inc. related to the enhanced recycled water feasibility study.

Discuss the enhanced recycled water feasibility study scope and proposed fee and if and how the Montecito Sanitary District (MSD) wants to share the costs of the study with the Montecito Water District (MWD). The goal of this discussion is to have clear direction from the MSD Committee before the Joint Strategic Planning Committee meeting with MWD on July 21, 2021.

4. **ADJOURNMENT**



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MANAGER'S REPORT

For the Regular Board Meeting of

July 22, 2021

8. DISTRICT OPERATIONS AND MAINTENANCE

A. Information Items

General Manager Brad Rahrer, P.E. will provide informational, nonactionable, updates regarding matters before the District.

B. Agreements to be Signed

None

C. Operations and Maintenance Reports

For the period of June 28, 2021 through July 11, 2021

WASTEWATER TREATMENT PLANT STATISTICS FOR DURATION: 35 DAYS

Flows	7.397 MG	0.528 MGD avg.
Hypochlorite used	2,967 Gal	211 Gallons day, avg.
Bisulfite used	864 Gal	58.85 Gallons day, avg.
Effluent T.S.S.		6.55 mg/L avg.
Effluent CBOD ₅		3.74 mg/L avg.
BAC-T		< 2.0 MPN/100mL median
Rainfall	0.00 inches	

SLUDGE DISPOSAL - LOAD AND DISPOSAL BY ENGEL & GRAY

<u>Load Date</u>	<u>Total Haul in pounds</u>	<u>Total haul in Tons</u>
7/6/2021	34,368	17.184
<u>Totals:</u>	<u>34,368</u>	<u>17.184 Tons</u>

PLANT OPERATIONS

- No violation of the NPDES permit during this reporting period.
- Operated the belt press for a total of 6 hours.
- 7/9/2021 Operations after hours call out for server temperature alarm.

PLANT MAINTENANCE

- Performed routine inspections and maintenance of District Buildings and Equipment.

COLLECTIONS

- No public sewer system overflows this reporting period.
- 1 private sewer system overflow this reporting period.
- Linear Feet Cleaned: 14,316 ft, 2.71 Miles
- Linear Feet Inspected: 756 ft, 0.14 Miles
- No after-hours call-outs this period.

LABORATORY

During this 14-day period the Laboratory Manager and Operators assigned to the Laboratory performed the following activities:

- Collected 79 samples
- Ran 120 tests plus 35 duplicate tests for NPDES permit compliance and process control
- Performed 25 calibrations on laboratory equipment and 320 quality control checks
- Sent 3 samples to our contract lab for NPDES-required monthly testing (Oil & Grease, Ammonia and Total Organic Carbon)