



# Montecito Sanitary District

1042 Monte Cristo Lane  
Santa Barbara, CA 93108

*A Public Service Agency*

Phone: (805) 969-4200  
[www.montsan.org](http://www.montsan.org)

## **AGENDA**

For the Regular Meeting of the Board on:

**November 10, 2022**

The regular meeting of the Governing Board will begin at **2:00 p.m. on November 10, 2022** in the District's Board Room at 1042 Monte Cristo Lane.

The public may attend the meeting in person or participate remotely via Zoom using the following virtual meeting details:

By visiting: <https://us02web.zoom.us/j/89962037096>

Or by calling: 1-669-900-6833

Meeting ID: 899 6203 7096

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### **1. CALL TO ORDER**

President Dorinne Lee Johnson statement regarding meeting decorum. When the MSD Board is in session, all Board members must preserve order, decency, and decorum at all times and be respectful while others are speaking.

#### **A. ROLL CALL**

#### **B. PLEDGE OF ALLEGIANCE**

### **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. CONSENT CALENDAR**

The following items are to be approved or accepted by vote on one motion unless a Board member requests separate consideration:

- A. Payables from September 1, 2022 through September 30, 2022
- B. Meeting Minutes from Special Board Meeting of October 12, 2022
- C. Meeting Minutes from Regular Board Meeting of October 13, 2022
- D. Meeting Minutes from Special Board Meeting of October 26, 2022
- E. Residential Sewer Service Agreement – 1419 Wyant
- F. Termination of Residential Sewer Service Agreement for Auxiliary Structure – 1160 Fife Lane
- G. Termination of Residential Sewer Service Agreement for Auxiliary Structure – 321 Ennisbrook

**4. COMMITTEE REPORTS**

It is recommended that the Board receive and file a report provided by the following committee(s):

- i) Finance Committee (Johnson & Barrett) related to their Meeting of Thursday October 20, 2022.

**5. REMOTE MEETINGS ADOPTION**

It is recommended that the Board consider:

- i) Adopting Resolution 2022-958 in accordance with California Assembly Bill 361 enabling the District to continue to hold remote public meetings.
- ii) Receive and file report from General Legal Counsel on AB2449 regarding new teleconferencing protocols effective January 1, 2023 under the Brown Act.

**6. DISTRICT BUSINESS ITEMS**

**A. FY2022-23 UNAUDITED QUARTERLY FINANCIAL REPORTS**

It is recommended the Board consider approving and accepting the unaudited FY2022-23 financial reports for quarter ending September 30, 2022:

- i) Operations & Maintenance (O&M) Budget Status Report through 9/30/2022
- ii) Quarterly Investment Report through 9/30/2022
- iii) Capital Improvement Projects Status Report through 9/30/2022
- iv) Quarterly Investment Certification through 9/30/2022

**B. DISTRICT RESERVE POLICY**

It is recommended that the District Administrator introduce the Board to the current status of reserves and discuss typical industry levels and types of reserves for developing a new policy.

**C. SEWER RATE AND CONNECTION FEE STUDY**

Per the recommendation from the Finance Committee Meeting of October 20, 2022, the Board will:

- i) Receive a report of a previous presentation from a member of the public regarding the previous rate study; and
- ii) Discuss the presentation in relation to selecting a firm for the upcoming rate study
- iii) Authorizing the General Manager to execute a professional services agreement with Robert D. Niehaus. in the amount of \$38,220 to conduct a sewer rate and connection fee study;
- iv) Authorize the General Manager to approve expenditures of up to \$3,822 for extra services that may result from necessary changes in scope of work; and
- v) Taking such additional, related action that may be desirable.

**D. DISINFECTION PROCESS CHEMICAL PROCUREMENT**

- i) Authorizing the General Manager to execute a purchase order with HASA Inc. in the amount of \$165,000 Inc. to provide the District sodium hypochlorite for the remainder of FY2022-23; and
- ii) Authorizing the General Manager to execute a purchase order with Univar USA, Inc. in the amount not to exceed \$55,000 to provide the District sodium bisulfite for remainder of FY2022-23.

**E. 720 E. MOUNTAIN DRIVE ANNEXATION**

It is recommended the Board consider:

- i) Approving a Dedication Agreement for sewer facilities serving 710/720 E. Mountain Drive
- ii) Accepting a grant of easement 720 E. Mountain Drive for District sewer facilities;
- iii) Accepting the sewer main extension and direct staff to provide owners written notice of the District's acceptance of the sewer main extension; and
- iv) Taking such additional, related, action that may be desirable.

**7. DISTRICT OPERATIONS AND GENERAL MANAGER REPORTS**

**A. INFORMATION ITEMS**

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

**B. OPERATIONS AND MAINTENANCE REPORTS**

For the period of September 1 through October 31, 2022.

**8. ITEMS FOR FUTURE AGENDAS**

The next regularly scheduled Board meeting will be held on December 8, 2022 at 2:00 pm. The Board meeting of November 24, 2022 has been cancelled due to the Thanksgiving holiday.

**9. ADJOURNMENT**

The Montecito Sanitary District has resumed in-person meetings in accordance with the Brown Act. In accordance with the State of Emergency declaration issued on March 4, 2020 by the Governor of the State of California in response to COVID-19 and Government Code 54953(e), the District also provides alternative methods of remote participation which permit members of the public to observe and address public meetings remotely via telephone or Zoom. These methods of participation can be accessed through the internet link provided at the top of this agenda.

This agenda was posted on the District website, and at the Montecito Sanitary District Bulletin Board in accordance with the requirements of the Brown Act. Attested by:



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Bradley Rahrer, P.E.  
General Manager

*ADA – The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's programs, services or activities because of any disability. If you need special assistance to participate in this meeting, please contact the District Office at 969-4200. Notification at least twenty-four (24) hours prior to the meeting will enable the District to make appropriate arrangements.*