



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

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

AGENDA

For the Regular Meeting of the Montecito Sanitary District Board of Directors:

November 12, 2025

The regular meeting of the Governing Board will begin at **1:00 p.m. on November 12, 2025** in the District's Board Room at 1042 Monte Cristo Lane, Santa Barbara, CA 93108.

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/86118975917>

Or by calling: 1-669-900-6833

Meeting ID: 861 1897 5917

1. **CALL TO ORDER**

A. **ROLL CALL**

B. **PLEDGE OF ALLEGIANCE**

C. **PRESIDENTS REPORT**

D. **BOARD APPROVAL OF THE AGENDA**

2. **PUBLIC COMMENT**

Public comment on items not on the agenda is **limited to 3 minutes** and is at the discretion of the Board President. For further instructions, please see [Instructions for Public Comment](#) on the District's website.

3. **COMMITTEE REPORTS**

It is recommended that the Board receive a report provided by the following:

A. The Montecito Sanitary District Forensic Audit ad hoc committee (Directors Barrett and Rockenbach) will report on their October 15, 2025 meeting.

B. The Montecito Sanitary District Finance Committee (Directors Newquist and Johnson) will report on their November 7, 2025 meeting.

4. **CONSENT CALENDAR**

A. Payables from October 1, 2025 through October 31, 2025

B. Board Meeting Minutes of the October 22, 2025 Regular Meeting

C. Fiscal Year 2025-26 Unaudited Quarterly Financial Reports – September 30, 2025

5. GENERAL MANAGER REPORT

The General Manager will provide a written report on the District’s non-actionable business and operational matters and will provide further explanation where requested. Topics include the following:

- A. GM Meetings
- B. District Financial Matters
- C. Human Resources
- D. Flow/Rain Comparison
- E. Capital Improvements Projects and Key Effort Status Updates

6. BUSINESS ITEMS

A. LONG-TERM DISTRICT FINANCIAL ANALYSIS PRESENTATION

It is recommended that the Board:

- i) Receive a long-term District financial analysis presentation from Robert D. Niehaus, Inc.; and
- ii) Take any such additional, related action that may be desirable.

B. AWARD OF CONTRACT – 2025 SEWER MAIN CIPP LINING PROJECT

It is recommended that the Board consider:

- i) Authorizing the General Manager to execute a contract with Insituform Technologies, LLC in the amount of \$1,730,613 for the 2025 Sewer Main CIPP Lining Project; and
- ii) Authorizing the General Manager to approve expenditures of up to ten percent (10%) of the contract, amounting to \$173,061, as an amendment allowance for any changes in scope of work; and
- iii) Determining that this action is not subject to California Environmental Quality Act (CEQA) pursuant to State CEQA Exempt Status: Categorical Exemption Class 2 (Section 15302).

C. CONSIDERATION OF ENGINEERING SERVICES FOR THE 2025 SEWER MAIN CIPP LINING PROJECT

It is recommended that the Board consider:

- i) Authorizing the General Manager to award a contract to Water Systems Consulting, Inc. (WSC) in the amount of \$57,491 to provide Engineering Services during construction for the District’s 2025 Sewer Main CIPP Lining (Project); and
- ii) Authorizing the General Manager to approve expenditures of up to ten percent (10%) of the contract, amounting to \$5,749.10, as an amendment allowance for any changes in scope of work.

D. CONSIDERATION OF CONSTRUCTION MANAGEMENT SERVICES FOR THE 2025 SEWER MAIN CIPP LINING PROJECT

It is recommended that the Board:

- i) Authorizing the General Manger to award a contract to Phoenix Civil Engineering (Phoenix) in the amount of \$59,296 to provide Construction Management (CM) services for the District’s 2025 Sewer Main CIPP Lining project; and
- ii) Authorizing the General Manager to approve expenditures of up to ten percent (10%) of the contract, amounting to \$5,926.60, as an amendment allowance for any changes in scope of work.

E. DISCUSSION ON DISTRICT REORGANIZATION

It is recommended that the Board:

- i) Receive a report from the Montecito Sanitary Board president regarding the October 30, 2025 meeting of board presidents of the Montecito Sanitary District, the Montecito Water District and the Summerland Sanitary District regarding reorganization;
- ii) Take any such additional, related action that may be desirable.

F. WASTEWATER CONNECTION TO EL ESTERO WATER RESOURCE CENTER

It is recommended that the Board:

- i) Discuss commencing discussions with the City of Santa Barbara regarding the connection of the District’s facilities to the City’s El Estero Water Resource Center; and
- ii) Take any such additional, related action that may be desirable.

G. BOARD POLICY AND PROCEDURES MANUAL

It is recommended that the Board:

- i) Discuss the status of the Board Policy and Procedures Manual update.
- ii) Take any such additional, related action that may be desirable.

H. BOARD MEETING SCHEDULE FOR NOVEMBER AND DECEMBER

It is recommended that the Board:

- i) Review, discuss and consider changes to the November and December Board meeting schedule; and
- ii) Take any such additional, related action that may be desirable.

I. SANTA BARBARA LOCAL AGENCY FORMATION COMMISSION (LAFCO) CANDIDATE NOMINATIONS

It is recommended that the Board:

- i) Consider nominating Regular Special District Board Members for LAFCO; and
- ii) Take any such additional, related action that may be desirable.

7. CLOSED SESSION

A. PUBLIC COMMENT

Public comment on closed session item(s):

B. PUBLIC EMPLOYEE EVALUATION (GOVERNMENT CODE § 54957)

Title: General Manager

8. BOARD COMMUNICATIONS

A. Next Board Meeting Date – December 10, 2025

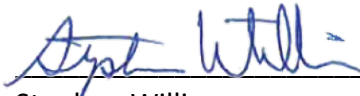
B. Items for future Board meeting

9. ADJOURNMENT

The Montecito Sanitary District conducts its meetings in accordance with the Brown Act. 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:



Stephen Williams

Business and Administrative Manager/Clerk of the Board

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.