



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Public Health
Department No.: 041
For Agenda Of: March 15, 2016
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: 4/5

TO: Board of Supervisors
FROM: Department Takashi Wada, MD, MPH, Director
Director(s)
Contact Info: Larry Fay, 346-8463
Director, Environmental Health Services
SUBJECT: Santa Ynez Community Services District Agreement

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors consider the following recommendations:

- a) Approve and authorize the Chair to execute a Professional Services Contract (Attachment A) with the Santa Ynez Community Services District (District) to provide a preliminary engineering report to extend the public sewer into specified unserved areas within the District's existing service area for the period of April 1, 2016 through June 30, 2016 in an amount not to exceed \$145,000.
- b) Approve budget revision request No. 0004350 (Attachment B) to increase appropriations of \$159,645 in Public Health General Fund Services for Services and Supplies funded by a release of Public Health Department Special Revenue Fund restricted fund balance. Funding is available through a designation from the State Water Resources Control Board.
- c) Determine that the Recommended Actions are not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guideline sections 15262 and 15378(b)(4), finding that the activities involve only feasibility or planning studies for possible future actions and are the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment (Attachment C).

Summary Text:

This item is on the agenda to authorize execution of an agreement with The Santa Ynez Community Services District. The District owns and operates the sewage collection and disposal system that serves the township of Santa Ynez, and the Public Health Department’s Environmental Health Services (EHS) is responsible for the regulation of existing and future onsite wastewater treatment systems to protect the health, safety and general welfare of the people of Santa Barbara County. The District’s service area encompasses approximately one square mile with about 700 service connections that are primarily residential in nature. There are a number of areas within the District’s existing boundaries where the sewer is not available. Residences in these areas utilize septic systems for wastewater disposal. The District wishes to prepare a Preliminary Engineering Report for extending the sewer into selected areas not currently served by the District.

Background:

The Santa Ynez Community Services District was formed in 1971 by citizens of the community for the purpose of providing sewage collection and disposal services in the Santa Ynez area. To that end, the original sewer system was completed in 1981.

Since that time, the District’s sphere of influence and boundaries have been expanded and the original system has been extended over the years to accommodate those residents who have requested sewer service. However the sewer has not been extended to all areas within the District’s boundary. Consequently those residents continued to use septic systems.

With regulatory oversight and funding from EHS, the Santa Ynez Community Services District is interested in extending the sewer to specific areas within their jurisdiction where it is currently not available and where soil and/or groundwater conditions are not supportive of long term use of septic systems. The District has retained the services of a qualified consulting engineering firm to develop a preliminary engineering report to analyze the costs and construction specifics associated with such a project.

Fiscal and Facilities Impacts:

Budgeted: No

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			
Fees			
Other:	\$ 145,000.00		\$ 145,000.00
Total	\$ 145,000.00	\$ -	\$ 145,000.00

Increase appropriations of \$159,645 in Public Health General Fund Services for services and supplies funded by a release of restricted fund balance.

It is necessary to increase appropriations for a contract with the Santa Ynez Community Services District (SYCSD) to prepare a preliminary engineering report on a sewer extension project within their boundaries. The engineering contract cost is \$145,000. Funding is available through a designation from

the State Water Resources Control Board (SWRCB). SWRCB allows the Public Health Department to be reimbursed administrative overhead costs of \$14,645.

Key Contract Risks:

Per the County's Service Contract and Grant Compliance Management Policy, staff evaluated the risks of this contract which was assessed to be low risk for the following reasons: The contract is short term, Public Health has an established history with SYCSD, and a preliminary engineering report to extend the public sewer is not complex for SYCSD as they have the expertise to provide such a report.

Staffing Impacts:

Legal Positions:
0

FTEs:
0

The approval of this recommendation will neither decrease nor increase current Environmental Health Services staff levels.

Special Instructions:

Return one (1) executed original agreement and one Minute Order to the Public Health Department, Contracts unit, Attn. Kelly Lazarus

Attachments:

- A. Santa Ynez Community Services District Agreement
- B. Budget Journal Entry Number: BJE-0004350
- C. CEQA Notice of Exemption

Authored by:

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