



**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

Submitted on:
(COB Stamp)

Department Name: Public Works
Department No.: 054
For Agenda of: March 18, 2025
Placement: Administrative
Set Hearing
(03/18/2025)
Departmental
Hearing
(05/13/2025)
Estimated Time: 15 minutes on
5/13/2025
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors, acting as the governing authority of County Service Area 12

FROM: Department Director(s): Chris Sneddon, P.E., Director
(805) 568-3010

Contact Info: Martin Wilder, P.E., Deputy Director
(805) 803-8750

SUBJECT: **County Service Area 12 (Mission Canyon Sewer District), Resolution Relative to
Collection of Sewer Service Charges and Sewer Connection Charges on the Tax Roll
– First Supervisorial District**

County Counsel Concurrence

As to form: Yes

Other Concurrence

As to form: N/A

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors, acting as the governing authority of County Service Area 12, conduct a hearing on the Departmental agenda on May 13, 2025 to consider the following actions:

- a) Receive and file with the Clerk of the Board a report entitled *County Service Area 12 Fixed Charges Fee Report for Fiscal Year 2025-2026*;
- b) Adopt the resolution authorizing the collection of sewer service charges and sewer connection charges for County Service Area 12 on the tax roll in Fiscal Year 2025-2026; and
- c) Determine that the above actions are exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15273(a)(1), (2), (3), and (4) of the State CEQA Guidelines because they are for the establishment of service charges for services provided with County Service Area

12, that no expansion of services or facilities will result, that the fees will be used for meeting operating expenses and financial reserve needs and requirements, and approve the filing of a Notice of Exemption on that basis.

Summary:

This item is on the agenda in order to authorize the collection of County Service Area 12 (CSA 12) sewer service charges and connection charges on the tax roll in fiscal year 2025-2026. CSA 12 provides for sewer collection in the Mission Canyon area. Wastewater is conveyed to the City of Santa Barbara for treatment pursuant to a joint powers agreement. The annual service charge is proposed to remain at \$316.82 per user as adopted by the Board in Ordinance 5111 on July 7, 2020. The revenue from this service charge funds annual operating, maintenance, and reserve costs. The connection charge is a one-time fee paid for the use of system capacity by new development, which is proposed to remain at \$5,633.00 per residential unit.

Discussion:

This action will set rates for fiscal year 2025-2026 and authorize their collection on the tax roll.

Background:

CSA 12 was formed pursuant to Resolution 84-72 by the Board on February 21, 1984 in order to alleviate health and safety concerns related to poorly performing septic systems and in response to a Regional Water Quality Control Board (RWQCB) Basin Plan amendment (Resolution 83-04) that prohibited waste discharge from individual sewage disposal systems within certain portions of the Mission Canyon area. A project to construct a sewer system serving the more densely developed area of Mission Canyon was completed on December 12, 1986 with connections made the following year. The CSA 12 sewer system is regulated by the State Water Resources Control Board (SWRCB) *Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, Order No. 2022-0103*. Owners of homes that originally connected to the sewer system paid for the system construction through a bond, which was retired in 2003. New development pays a connection charge to CSA 12 for use of the community sewer system. The connection charge will remain at \$5,633 per residential unit.

CSA 12 serves the Mission Canyon area to provide wastewater collection services (provided by the Public Works Department) and track septic system performance (provided by the Public Health Department). Currently there are 807 assessed parcels benefitting from sewer collection services. A joint powers agreement with the City of Santa Barbara provides for the connection to the City sewer system and use of the City's wastewater treatment plant. Wastewater collection services involve the operation of two lift stations, sewer system cleaning, and sewer line video inspections by a private vendor. This scope of work will be bid out this year for a new 5-year contract for fiscal years 2025-2026 through 2029-2030 as the prior contract expires June 30, 2025. Capital repairs are funded from reserves and are based on condition assessment from the video inspections, which is repeated every 5 years. The costs to operate the system, provide maintenance, complete repairs and fund the reserve account will be accommodated by keeping the annual sewer service charge at \$316.82 (no change from last year). As provided in Ordinance 5111 adopted by the Board on July 7, 2020, this sewer service charge is in effect unless modified by a subsequent ordinance. Rate increases in subsequent years may be necessary if cost escalations result in costs that exceed revenues.

Fiscal Analysis:

The proposed annual sewer service charge assessed to each residential dwelling will generate approximately \$279,800 from 883.1 residential unit equivalent (RUE) connections on 807 parcels to fund CSA 12 operation, maintenance, and reserve costs. The reserve is approximately \$1.79 million.

Funding Source Table

Funding Source	RUE Count	RUE Charge	Annual Revenue
Sewer Charges	883.1	\$316.82	\$279,800

Special Instructions to Clerk of the Board:

- A. Request Clerk of the Board to publish notice of this hearing, as set forth in the attached notice. **The recommended dates for publication are April 29 and May 6, 2025.**
- B. After the May 13, 2025 hearing, if the recommend actions are approved, request the Clerk of the Board to post the Notice of Exemption and forward a stamped copy to the Public Works Department in Santa Maria, attention Angela Arredondo. Public Works to post the Notice of Exemption at the Office of Planning and Research, State Clearinghouse.
- C. After the hearing, request the Clerk of the Board to forward a certified minute order of the resolution to:
 - Public Works Department in Santa Maria, attention Angela Arredondo.
 - Auditor-Controller

Attachments:

Attachment A: Fiscal Charges Fee Report

Attachment B: Resolution

Attachment C: Notice of Exemption

Attachment D: Notice of Public Hearing

Authored by:

Kevin Thompson, P.E., District Engineer

Copy:

Angela Arredondo, Accountant Supervising

Julie Hagen, CPA, Deputy Public Works Director of Finance and Administration