

CARPINTERIA SANITARY DISTRICT
IN THE
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

MINUTES

These are the **minutes** of the **regular** meeting of the Governing Board of the Carpinteria Sanitary District in the City of Carpinteria, County of Santa Barbara, and State of California.

The Governing Board of the Carpinteria Sanitary District held a regular meeting on **January 16, 2007**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

Directors Present: Jeff Moorhouse – President
 Lin Graf – President Pro-Tem
 Michael Damron – Secretary
 Doug Treloar – Secretary Pro-Tem
 Patricia Horwitz – Treasurer

Staff Present: Craig Murray – General Manager
 Judy Kirkman – Board Secretary
 Hamid Hosseini – Finance Director

Legal Counsel
Present: Anthony H. Trembley

Public Present: None

President Moorhouse called the meeting to order, and then asked Director Horwitz to lead the Pledge of Allegiance. Director Horwitz then did so.

President Moorhouse asked if there were any modifications and/or changes to the agenda. Hearing none, the agenda stood as submitted.

Minutes of the December 19, 2006 Board Meeting – Not available.

Public Forum. None

FY 2006/07 Mid-Year Budget Adjustments. General Manager said he would like to commend Hamid (Finance Director) for his work keeping the budget up to date and his efforts in preparing the staff report presented tonight.

General Manager reported the budget adjustment for FY 2006/2007 had gone to the Finance Committee two times and time was spent working and refining the adjustments. General Manager said

the Staff Report for the January 10, 2007 Finance Committee meeting was presented to the Board to give them all the details proposed modifications to this year's budget. General Manager said in total, an increase on the revenue side of \$120,000 and a net increase of approximately \$50,000 on the expense side is proposed. General Manager said on the capital improvement side there was a proposal for some improvements at the treatment plant to accommodate the biosolids management approach that the District is pursuing. \$12,000 is proposed to construct a concrete pad to store full bins while waiting for transport. General Manager went over the accounts that were proposed for an adjustment, which were listed in the Staff Report from the January 10, 2007 Finance Committee Meeting.

General Manager said it was Staff's recommendation, and the recommendation of the Finance Committee, that the proposed modifications to the FY 2006/07 budget be approved as presented.

Director Horwitz made a motion that the Board of Directors approve the mid-year budget adjustments as recommended by the Board Finance Committee; Director Graf seconded the motion. Director Treloar said staff had done a good job and came up with realistic adjustments. Director Horwitz said she'd like to commend staff on a job well done. President Moorhouse called for a vote; the motion passed by a 5-0 vote.

Contract Document Acceptance and Authorization to Solicit Bids

Collection System Rehabilitation Project – Phase 1. General Manager said this capital improvement project involves structural rehabilitation or replacement of approximately 12,000 linear feet of existing gravity sewer pipe throughout the collection system. Included in the scope are point repairs to pipeline segments with isolated defects. General Manager said this project was approved in the FY 2006/07 CIP with funds carried over from the prior year, and the budget for this fiscal year is \$1,500,000 to cover design, construction and construction management.

General Manager said the design was completed by Carollo Engineers under Task No. 1 of their As-Needed Engineering Agreement authorized by the Board, and the District has received final plans and specifications for the project. Carollo's estimate of probable construction cost is \$1,331,000.

General Manager said if the project is authorized and approved for bidding by the Board, the District would advertise and start the bidding process. A 180-day contract period has been established with the bulk of the construction activities to occur during the summer of 2007.

General Manager said it was staff's recommendation that the 100% complete Contract Documents for the Collection System Rehabilitation Phase 1 Project be accepted and that authorization be given to advertise and solicit bids for construction.

Director Treloar made a motion that the Board accept the Contract Documents for the Collection System Rehabilitation Phase 1 Project and that authorization be given to advertise and solicit bids for construction; Director Graf seconded the motion, and the motion was approved by a 5-0 vote.

General Manager's Status Report. Biosolids Management Contract Update – District staff, with input from counsel, are continuing to negotiate an agreement for transportation and composting of biosolids, and are hopeful it will be in its final stages to present to the Board at the next meeting; **SAMA Meeting** – The January SAMA meeting was held on January 10th at the City of Santa Barbara's El Estero WWTP. There was a lot of discussion with the New Year. The City of Santa Barbara is finalizing its lateral inspection ordinance and beginning implementation of a lateral repair/replacement

cost reimbursement program. Montecito SD has a similar program; **Septic to Sewer Project Update** – Staff is working with Fieldman Rolapp to develop a schedule for assessment district formation and project financing. A kickoff meeting was held last week with Penfield & Smith on the assessment district engineering report. General Manager said staff met with representatives from the State Water Resources Control Board to discuss grant funding and application requirements for the Prop. 50 Clean Beaches Initiative grant program, which could provide 25% grant funding for construction and other costs associated with the Septic to Sewer Project. The deadline to submit the grant application is January 31; **CASA Annual Conference** – General Manager said Director Damron and he would be attending the CASA Annual Conference in Indian Wells on January 17-20. General Manager said they would report on the conference at the next Board meeting; **Operations Update** – Treatment Plant is running fine and in full compliance with the District's NPDES permit. The Collection System is operating fine with no sewer overflows. New control panels are being scheduled to be installed in Lift Stations No. 1 and 2. Equipment was pre-purchased in 2006. SCADA development has been completed and is expected to go on-line upon installation of the new control hardware and telemetry. There were a couple of power failures related to the windstorm that required staff response, but no real damage to our plant and facilities. Carpet was replaced in the Administration Building. New aerial images were ordered to update GIS base mapping. GIS consultant at MNS Engineers will install and provide training and protocols for future updates. Mark Bennett is up for the Operator of the Year award, which will be announced at the CWEA Annual Awards Banquet on January 26.

Board Committee Reports

Finance Committee. – Director Horwitz said the committee went over the monthly budget adjustment reports and looked at the quarterly investment report, and everything is in order.

Personnel Committee. Did not meet.

Public Relations Committee. Did not meet.

Board General Items:

Future Agenda Items: None

Adjournment. There being no further items to discuss, President Moorhouse adjourned the meeting at 5:56 p.m.

Michael Damron
Secretary

Lin Graf
President Pro-Tem

Patricia Horwitz
Treasurer

Jeff Moorhouse
President

Douglas Treloar
Secretary Pro-Tem