

**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 **February 1, 2011**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

Directors Present: Lin Graf- President  
Pat Horwitz – President Pro-Tem  
Jeff Moorhouse – Secretary  
Mike Modugno – Secretary Pro-Tem  
Doug Treloar – Treasurer

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

Legal Counsel  
Present: Anthony Trembley

Public Present: None

President Graf called the meeting to order and asked Director Horwitz to lead the Board and staff in the Pledge of Allegiance.

**Board Approval of Agenda** - President Graf asked if there were any modifications and/or changes to the agenda. Hearing none, President Graf said the Agenda was approved as submitted.

**Board Approval of Minutes of the Meeting of January 18, 2011** – Director Treloar made a motion that the Minutes of the January 18, 2011 Board meeting be approved as submitted; Director Horowitz seconded the motion. Legal Counsel made a correction on page five, line eight, by adding the words and responsive after responsible. The sentence should have read Legal Counsel said, according to state laws, the District was not allowed to give preference and had to accept the lowest responsible and responsive bidder on projects. The motion was modified to include the correction, and the motion was approved by a 5-0 vote.

**Public Forum** – None

**General Manager's Status Report** – General Manager reported on the following:  
**Water & Wastes Digest Article** – The District's wastewater treatment facility was featured in the January 2011 issue of *Water & Wastes Digest*, a nationally distributed trade publication. The article showcased the epoxy floor coating in the entryway and influent

pump room of the Treatment Plant. The article was very complimentary of staff and Mark Bennett. General Manager said the product was holding up amazingly well and made a positive impression on visitors to our facility; **South Coast Beach Communities Septic to Sewer Project Update** – General Manager updated the Board on the District’s Caltrans encroachment permit. Staff continues to communicate with District 5 staff in San Luis Obispo and has provided them with the additional information they requested. General Manager said he met with Assemblyman Das Williams and toured the site, along with Hannah Beth Jackson and Hilary Hauser from Heal the Ocean, who assisted in coordinating the meeting. General Manager said it was a very productive meeting and Das Williams was able to see the topography issues that made installing a pipeline between Rincon Point and Carpinteria very difficult. General Manager said Das Williams understood what our issues were in dealing with Caltrans and made a commitment to help. General Manager said Assemblyman Williams had already set up a meeting for Friday, February 4, 2011 with the District 5 Director, Rich Krumholz. General Manager said the District’s consultant in Sacramento, Richard Harris of Nossaman, was also working on this issue and had met with Das Williams in Sacramento. Director Horwitz asked to get an update on the cost of the consultant from Nossaman. General Manager said there had been a few phone calls back and forth with the consultant, but for the most part District staff had been handling the issue. General Manager said the consultant was beginning to do some work to set up a meeting with Senator Tony Strickland. General Manager said he met Glen Russell, an archaeologist and the Santa Barbara County Planning and Development Director, on January 21, 2011 to get his guidance and advice on some questions from homeowners related to the adopted cultural resources mitigation measures at Rincon Point. General Manager said Mr. Russell was very helpful in working with his staff to interpret a condition on our land use permit with the Sandyland and Sand Point communities and the recorded easements prior to issuance of the permit; **Operations Update** – The treatment plant is operating fine and in full compliance with our NPDES permit. Staff completed inspection and some repair work today in our primary and secondary clarifiers. The District’s NPDES Annual Report was finalized and submitted to the RWQCB and USEPA. No permit violations were reported in 2010. The collection system is operating well with no problems to report. A new sign for the Administration Building has been designed and ordered to replace the old one showing its age and water damage due to recent rains.

**Resolution No. R-236**

**Authorization to Execute Certificates of Acceptance and User Agreements**

**South Coast Beach Communities Septic to Sewer Project** – General Manager said the Board authorized solicitation of bids for the South Coast Beach Communities Septic to Sewer Project for Sandyland Cove and Sand Point Road at their last meeting, and that project involved installation of public low-pressure sewer systems on private individual parcels. General Manager said to allow for the installation and future maintenance, individual easement deeds were prepared by Penfield & Smith and distributed to property owners, along with user agreements. General Manager said the user agreement spelled out the responsibilities of the property owners and the District. General Manager said most of the easement deeds and user agreements for Sandyland Cove and Sand Point Road had been executed by the owners and returned to the District, and the easements were ready to record. General Manager said one step in the process was that the District needed to file a Certificate of Acceptance for each easement and execute the user agreements. General Manager said a sample easement deed and user agreement were included with the Staff Report and it was staff’s recommendation that the Board adopt Resolution No. R-236 authorizing the District General Manager to execute Certificates of Acceptance and Low Pressure Sewer User Agreements for the South Coast Beach Communities Septic to Sewer Project.

Director Treloar said he had a concern with the diagram of the property and easement because it looked as if the easement went only as far as the grinder pump. Director Treloar asked if the District was responsible for abandoning the septic tank and connecting from the residence to the grinder pump. General Manager said the easement was intended to be the permanent instrument and the User Agreement provided authority to perform construction activities outside the easement area during the installation phase. Director Horwitz said the User Responsibilities in the User Agreement gave the District permission to go onto their property. Legal Counsel responded by saying the Easement Deed was designed for the construction, maintenance and operation of the new facilities, and the Low Pressure Sewer User Agreement constituted a license agreement that allowed the District and its contractors onto the property to abandon the existing septic. Legal Counsel said he was satisfied there was adequate legal basis for the District to accomplish that task. Director Modugno asked if the easement covered the lateral from the pump to the control panel and not beyond. General Manager said the new gravity line to the new pump would be the future responsibility of the homeowner. Director Treloar asked if the equipment would have stickers with the District's phone number to call in case of an emergency. General Manager said on each control panel there would be clear instructions to the homeowner regarding what to do in certain situations and District phone numbers to call, and each homeowner would be provided a package of information with phone numbers and instructions for their homes.

Director Horwitz made a motion that the Board adopt Resolution No. R-236 authorizing the District General Manager to execute Certificates of Acceptance and Low Pressure Sewer User Agreements for the South Coast Beach Communities Septic to Sewer Project; Director Moorhouse seconded the motion. Director Treloar asked why this resolution was necessary, since the General Manager was the District's employee and he thought should be able to sign agreements. Legal Counsel said the Government Code contains provisions on Certificates of Acceptance and authorizes the Board, in its discretion, to designate that duty to the General Manager. President Graf said there was a motion and a second and asked the Secretary to the Board to call the roll. Director Modugno voted aye, Director Horwitz voted aye, Director Treloar voted aye, Director Moorhouse voted aye, and President Graf voted aye. Resolution No. R-236 was adopted by a 5-0 vote.

#### **Proposition 84 IRWMP Planning Grant**

**Sub-Regional Recycled Water Development Plan** – General Manager said this was an informational item for the Board. General Manager said it had been reported to the Board in the past that the Santa Barbara County Region's Proposition 84 Planning Grant application was approved for funding by the Department of Water Resources. The total grant request as a region was \$555,000, and the total program cost was \$771,629. General Manager said the majority of the funds were for updating the Integrated Regional Water Management Plan for Santa Barbara County so that it was current and met the requirements of Proposition 84 (and Proposition 1E). General Manager said the updated IRWMP would be a critical instrument in the pursuit of implementation grants going forward. General Manager said one aspect of the planning grant that was funded included approximately \$129,000 to prepare a more focused, stand-alone study on development of recycled water within the South Coast sub-region between Goleta and Carpinteria. General Manager said this sub-regional study effort would bring seven water and wastewater agencies together to plan for strategic development/expansion of recycled water systems.

A joint recycled water feasibility/planning study was submitted as a project last fall by the Carpinteria Valley Water District (CVWD) and the CSD for consideration in the Prop 84 Phase 1 Implementation Grant process. General Manager said the project was not selected

for inclusion in the Phase 1 application, but discussions had continued regarding the possibility of pursuing this in-dept facility planning in the future.

General Manager said he met with Charles Hamilton and Alex Kueper of the Carpinteria Valley Water District (CVWD) and Hilary Hauser of Heal the Ocean to discuss recycled water planning issues and potential funding opportunities for a joint Recycled Water Master Plan. General Manager said both agencies believe that recycled water provides a very reliable source of supply and they would continue to contribute staffing resources to participate in the Prop 84 sub-regional Recycled Water Development Plan process.

**2011 CASA Washington, D.C. Conference** – President Graf said this item was on the Agenda for the Board’s information, and if any member was interested in attending to call the Secretary to the Board to make arrangements.

**Long Range Capital Improvement Program: 2007-2017**

**Annual Update Review** – General Manager said the District developed an updated 10-year Capital Improvement Program (CIP) in 2007 that identified major capital upgrades and equipment procurement. General Manager said this was a Board-approved program that was dynamic in nature. Capital projects were often developed in response to changing conditions and project priorities could shift over time. General Manager said it was important to periodically revisit the CIP and update it as needed. General Manager reviewed the projects on the updated Long Range Capital Improvement Program Summary with the Board. General Manager said smaller scale projects proposed for FY 2010/11 had been incorporated into the program. Two significant projects, the Lift Station No. 2 Force Main Realignment Project and the Ocean Outfall Stabilization Project, remain on hold, but planning and permitting activities for outfall repair had been initiated in recent months. General Manager reminded the Board that the South Coast Beach Communities Septic to Sewer project was not reflected in the CIP, but would be progressing into the construction phase this year.

General Manager said one of the objectives in establishing the long range CIP was to take on a reasonable amount of work each year that could be effectively managed and administered by District staff. General Manager said it might be prudent to complete certain projects earlier than planned to take advantage of current market conditions and sharply lower public works construction costs.

General Manager said the District was currently undertaking a comprehensive Sewer Rate and Fee Study, and the long-range CIP was an integral component in the process. General Manager said a Special Meeting of the Board of Directors was planned for February 22, 2011 at which time the District’s financial consultant would present a comprehensive financial model that would allow for analysis and discussion on capital spending and funding alternatives.

**Finance Committee** – Did not meet.

**Personnel Committee** – Did not meet.

**Public Relations Committee** – Did not meet. General Manager said Directors Graf and Moorhouse would be contacted to schedule a Public Relations Committee sometime next week.

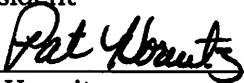
**CASA and CSDA Legislative Committee Reports** – Director Moorhouse said he did not have anything to report on CASA, and added CASA had not acted on any of the legislative bills. Director Moorhouse said he attended the SBCSDA meeting on January 24, 2011. Director Moorhouse said the Executive Committee would be meeting regarding the election of the local SBCSDA board members. Director Moorhouse said he would be attending a special SBCSDA meeting on February 2, 2011 regarding the election and would report to the Board at the next meeting.

**LAFCO Report** – Director Moorhouse reported LAFCO would be meeting this week, and he would have a report for the Board at the next meeting.

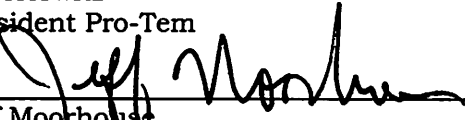
**Adjournment.** There being no further items to discuss, President Graf adjourned the meeting at 6:30 p.m.



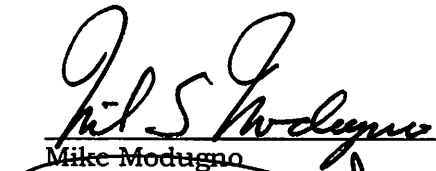
Lin Graf  
President



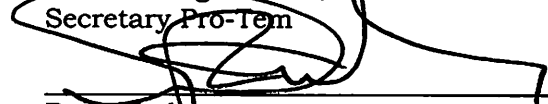
Pat Horwitz  
President Pro-Tem



Jeff Moorhouse  
Secretary



Mike Modugno  
Secretary Pro-Tem



Doug Treloar  
Treasurer