

**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 **April 19, 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: None

Public Present: None

President Graf called the meeting to order and led the Board, staff and public 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 April 5, 2011 – Director Horwitz noted a correction on page one. On the Board approval of the Minutes of the February 22, 2011 and the March 15, 2011 Board Meetings, Director Horwitz said Horwitz was misspelled. Director Treloar said on page five, second to last paragraph, third line, the words *treat it and* should be deleted from the sentence. Director Horwitz made a motion that the Minutes of the April 5, 2011 Board meeting be approved as corrected; Director Modugno seconded the motion, and the motion was approved by a 5-0 vote.

Public Forum – None.

General Manager’s Status Report – General Manager reported on the following: **South Coast Beach Communities Septic to Sewer Project Update** – As previously reported, Caltrans District 5 notified the District of its decision to approve our encroachment

request to install a 4-inch sewer line in the US 101 right of way between CA 150 and Bates Road. The conditions of approval were indicated in a letter from Caltrans that was attached to the Staff Report for the Board's information. General Manager said the letter contained three conditions of approval. General Manager said the condition that said the force main must maintain a five-foot horizontal offset from the edge of the pavement was considered problematic. General Manager said after reviewing options and talking with the Caltrans staff, the approach would be to construct the pipe from drill pits within the shoulder but to place most of the length on the 5-foot offset as required. General Manager said bids would be opened for the Sandyland Cove and Sand Point Road components of the project on April 21st. Two addenda were issued during the bid period. The second addendum responded to two RFIs received from a prospective bidder; **LAFCO Item on Out of Agency Service Agreements** – There was an item on LAFCO's April 7, 2011 agenda dealing with policies related to Out of Agency Service Agreements (OASAs). General Manager said the item seemed to be a general discussion item about OASAs related to a pending OASA within the Goleta Sanitary District service area. General Manager said he drafted an email to the LAFCO executive officer restating concerns that the District had previously with a policy LAFCO adopted in 2009 restricting annexations to agriculturally zoned parcels. General Manager said his email was provided to the LAFCO commissioners and some discussion ensued. LAFCO staff and counsel were directed to look into some of the issues raised and report back at a subsequent meeting; **Solids Handling Facilities Plan Update** – Staff met with Carollo Engineers' project team to review the Draft Solids Digestion Facilities Plan. General Manager said staff was looking at different options at the staff level. General Manager said staff coordinated a constructability review with Cushman Contracting Corporation on April 18th to get feedback on structural rehabilitation, seismic retrofit and replacement options outlined in the Carollo study. General Manager said this type of review would help refine the decision making process before it was brought back to the Board at a future date; **Private Lateral Spill Response** – General Manager said he reported this private lateral spill at the Camino Real Apartments at the last Board meeting. General Manager said staff submitted a letter and invoice to the property owner seeking cost recovery in the amount of \$612.05 and payment was promptly received; **Operations Update** – the treatment plant is operating fine and in full compliance with our NPDES permit. A blockage in the outlet from the grit chamber occurred following a periodic influent wetwell cleaning operation. General Manager said it required the use of the Vac-Con and staff resources to clear the blockage and restore normal operation and it was the first time in fifteen years this problem had occurred. The District received a noise complaint call from a resident of the Palm Loft apartments, but when the situation was explained the caller was understanding. Goleta Sanitary District is handling the joint bid solicitation for bulk disinfection chemicals this year. General Manager said the District had handled the bidding process the past several cycles, and current contracts are in effect through June 2011. The collection system is operating well with no spills to report. General Manager reported a problem with the auxiliary motor on the District's Vac-Con truck. General Manager said the engine was replaced to meet California Air Resource Board requirements in 2010, and it is hopeful that the repairs were under warranty. General Manager said, in the meantime, Montecito Sanitary District was providing standby coverage. The District's Engineering Technician has several projects ongoing that include: reviewing the billing for the Santa Barbara Polo Club, inspection of Van Wingerden sewer connection, GIS updates and atlas map generation, 9th Street at Holly Avenue lateral replacement, West Padaro Lane annexation proposal, and Lagunitas Residential Development Sewer Construction Agreement. General Manager reported some updates had been made to the District's website in response to comments at the last Board meeting. The *No Drugs Down the Drain* webpage now references the drop box at the Sheriff's station in Carpinteria. The Carpinteria Sanitary District Spring Newsletter in

English and the Spanish translation were posted to our website, along with a few other minor updates.

Authorization to Distribute Prop 218 Notice of Public Hearing Regarding a Proposed Sewer Service Charge Rate Increase – General Manager said there was an article in the *Coastal Views News* about the District’s proposed rate increase. General Manager said as background on this item, over the last few months the District has been working on adjustments to our Rate and Fee structure. General Manager said the next step in the process of adjusting rates would be to send out a Notice of Public Hearing, referred to as a “Prop 218” notice, to all of the property owners within the District’s boundaries. The notice describes the proposed rate adjustments for residential and non-residential customer classes, states the effective date of the adjustments, provides procedures for filing a written protest, and states the date for the Public Hearing on June 7, 2011. General Manager said the District would tabulate received protests at the June 7th public hearing, and if a majority were not received, the Board may then consider adoption of an ordinance approving the updated sewer service charge rate structure.

General Manager said it was staff’s recommendation that the Board review and approve the Notice of Public Hearing for distribution to District customers initiating the 45-day protest period and establishing June 7, 2011 as the hearing date for consideration of the proposed sewer service charge rate adjustments.

Director Horwitz brought up the topic of noticing all business owners as opposed to only noticing property owners. The Board and staff discussed this topic. President Graf said, in reality, most business tenants were not the property owners, and it would be up to the property owners to notify the tenants, if necessary. Director Moorhouse suggested including language in the Prop. 218 notice encouraging property owners to communicate the rate increase with their tenants.

Director Horwitz made a motion that the Board approve the Notice of Public Hearing for distribution to District customers initiating the 45-day protest period and establishing June 7, 2011 as the hearing date for consideration of proposed sewer service charge rate adjustments as modified. The modification, per Director Moorhouse’s suggestion, was to add language to the Public Hearing Notice encouraging property owners to discuss this rate increase with their tenants. Director Modugno seconded the modified motion, and the modified motion was approved by a 4-0-1 vote. Director Treloar abstained from voting.

Finance Committee – Director Treloar reported the Finance Committee met on Monday, April 18th and reviewed the monthly financial reports, the CSRMA Pooled Liability Program Dividend, County of Santa Barbara Disputed Property Taxes Impoundment, and an update to the FY 2011/12 Budget and Audit scheduling process.

Personnel Committee – Did not meet.

Public Relations Committee – Did not meet.

CASA and CSDA Legislative Committee Reports – Director Moorhouse passed out a report from CASA regarding the state budget and a summary of some of the bills supported by CASA. Director Moorhouse mentioned a report called *California Forward* that he encouraged the Board to go online and review. Director Moorhouse said it was written by a group trying to influence legislators with their recommendations. Director Moorhouse said he would be at CASA in Sacramento the end of this month and Director Modugno and he were scheduled to meet with Assemblyman Das Williams and Senator Tony Strickland.

LAFCO Report – Director Moorhouse said LAFCO met and discussed the issue of Out of Agency Service Agreements. Director Moorhouse said this issue was opened up again for discussion and LAFCO’s legal council was asked to research this issue for future discussion.

SBCSDA Report – Director Moorhouse said he and two other LAFCO representatives would be doing a presentation on the LAFCO budget and what it means to special districts at the April 25, 2011 SBCSDA meeting in Buellton.

Future Agenda Items – Director Moorhouse suggested that a Board member vacation item be placed on each agenda to notify the Secretary to the Board and the Board when a Board member was planning to be absent from a future Board meeting.

Adjournment. There being no further items to discuss, President Graf adjourned the meeting at 6:23 p.m.

Lin Graf
President

Mike Modugno
Secretary Pro-Tem

Pat Horwitz
President Pro-Tem

Doug Treloar
Treasurer

Jeff Moorhouse
Secretary