

**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 21, 2009**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

Directors Present: Michael Damron– President  
Lin Graf – President Pro-Tem  
Jeff Moorhouse – Secretary  
Pat Horwitz – 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

President Damron called the meeting to order and Hamid Hosseini, Finance Director, led the Board and staff in the Pledge of Allegiance.

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

**Approval of Minutes of the Meeting of March 17, 2009** – Director Treloar made a motion that the minutes of the March 17, 2009 Board Meeting be approved as submitted; Director Graf 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: **Proposed LAFCO Budget for Fiscal Year 2009/10** – Attached to the Staff Report is a copy of the April 3, 2009 letter from LAFCO's Executive Officer transmitting their proposed budget for the 2009/2010 Fiscal Year. There were no significant changes in terms of the operating budget. There is a change in the way they will account for the line item, contingency funds by the County Auditor. General Manager said the District's pro-rata contribution for this coming year should be essentially the same, possibly a little lower than FY 2008/2009; **WWTP Yard Improvements Project Update** - This project is complete and came out very well. This was a project conceived and designed in-house that staff worked with a local contractor to complete. During the restoration of the concrete deck for the inlet structure to the chlorine

contact tank, severe structural corrosion of the structure was revealed and the repair effort was more substantial than anticipated. A new weir plate for our flow measurement into the influent of the contact chamber was installed, along with some new grading to open up access into the slight gain inside. The project, including the additional improvements, was completed within the approved CIP budget; **Lift Station No. 4 and No. 5 Rehabilitation Project Updates** - Work on Lift Station No. 4 is essentially complete. Edison completed the electrical and installed a new transformer. Things are running great and look great. The improvements approved at the last Board Meeting really enhanced the project. We are dealing with some of the same issues on Lift Station No. 5 with delays due to Edison. Edison has a process where they can't come out until you reach a certain point, and then they schedule an inspection. Afterwards, it goes to engineering and then work gets scheduled. General Manager said the delay was not affecting operations. The new pump at Lift Station No. 5 is working great, along with the new panels that were installed; **5154 Foothill Road Sewer Connection** - This is an agricultural parcel owned by June and Rene Van Wingerden. Some years back they went through the process of getting an Out of Agency Agreement to obtain service from the District, and the District's Sphere of Influence was modified by LAFCO to include the building footprint only. They have been dealing with the County of Santa Barbara for about five years. Earlier this year they came to the District and asked for a permit and submitted plans. General Manager said the plans had changed from the time staff looked at them in 2004. General Manager said staff had been working with the Van Wingerden's agents trying to work out the permitting process from the sanitary sewer perspective, but there are some issues. The new plans show a pump station, and staff has made some recommendations on the placement of the pump station. General Manager said unfortunately they did not involve the District over the last five years. General Manager said staff is trying to get a good project for them and the future owners of that property and have it comply with our standards. Director Treloar asked if the lift station would remain their lift station. General Manager said it would be privately owned, and the District would not take ownership. General Manager said they were in the same situation as the church in that the County Flood Control channel is a barrier to gravity flow into the District's existing gravity sewer in Foothill Road; **Plant of the Year Workshop** - The District will be hosting the CWEA Tri-Counties Section Workshop on Wednesday, June 10, 2009. Over 200 people are expected for this all-day training event. Judy and Mark have been working to plan this event. A planning meeting was held here last Wednesday with the CWEA Tri-Counties Section Board of Directors; **Mission Terrace Lift Station No. 7 Update** - The new package lift station at the Mission Terrace residential development on Linden Avenue is functioning well with the exception of the telemetry link to the District's SCADA system. The lift station's manufacturer, Romtec Utilities, is coming out in the next couple of weeks to try a different approach to solving the communication problem; **Operations Update** - The Treatment Plant and Collection system are operating fine. The District's Piping Improvement Project is moving along. A lot of work is going on at Vons with their exterior work. Staff is working with Vons' contractors to define and delineate lateral sewers for the building. The Plant's Water System Efficiency Improvements Project is underway. The District engaged a control engineer to perform preliminary design for the upgrades. General Manager said the company that was performing this work was also going to handle an application to Edison to see if the District might qualify for some type of rebate program.

### **South Coast Beach Communities Septic to Sewer Project**

**Engineering Consultant Qualifications Based Selection Process Summary** - General Manager said the District had moved forward with the Septic to Sewer Project implementation. The first phase was to begin the process of bringing onboard a comprehensive engineering and consultant support team. General Manager said the District

solicited a Request for Qualifications (RFQ) from five firms that had the qualifications to support the project. Three of the five firms submitted Statements of Qualifications (SOQs). Following comprehensive review of the SOQs submitted, two firms were invited to participate in panel presentations/interviews on April 8, 2009 here at the District. General Manager said he, along with Board President Damron and Bob McDonald, the District Engineer from the Carpinteria Valley Water District made up the selection panel. General Manager said a homeowner representative from the Rincon Point community was invited to sit on the interview panel, but was unable to attend at the last minute due to an emergency. General Manager said he did brief the community member on the outcome and process after the interviews.

General Manager said the panel interviewed Penfield & Smith and B&E Engineers. Included in the Staff Report was a summary of the panel's consensus opinions. General Manager said going in Penfield & Smith had the continuity of working on this project for ten years. General Manager said they put together a very nice presentation with a qualified team. They brought some subconsultant firms onto their team that added value. General Manager said both firms had added an engineer from Washington State, Chuck Mayhew, who has expertise in the area of low pressure sewer design, construction and operation. General Manager said Penfield & Smith clearly had the staff support role identified in their proposal and that would be important, going forward, so staff time and resources is not dedicated to administering the project.

General Manager said B&E Engineers was a firm from Arcadia, California under contract to design a low-pressure sewer system for La Canada Flintridge, which, ultimately, will be 2700 homes on low pressure sewer system. B&E is contracted to design a system for 700 homes in the first phase. General Manager said La Canada Flintridge was behind the District in that they are now just getting the assessment district in place. General Manager said the District would not benefit significantly from design experience, since that project is not yet in the design phase. General Manager said the firm has twenty people located in Arcadia, and they didn't bring that local element to the table that will be necessary on this project. General Manager said he thought it would take a lot of hands on work to get this project done.

General Manager said the final ranking was Penfield & Smith first and B&E Engineers second. Both firms were notified of the outcome. General Manager said he met with Penfield & Smith's project manager and program manager to start the work of a scope for the project. General Manager said Penfield & Smith would come back in the next couple of weeks with a draft scope of work. General Manager said a contract engaging Penfield & Smith would come back to the Board as soon as the scope had been completed.

Director Treloar asked if this included more than the Rincon Point Community. General Manager said it was the pipeline going up the hill, the pump station, the gravity sewer up on top of the hill, the sewer systems for Rincon, Sandyland and Sand Point.

General Manager said Penfield & Smith will provide a wide range of services that the District can draw upon from a single contract. President Damron said Penfield & Smith displayed they understood some of the challenges that will be presented. One of their strong points is that they are already working for CalTrans on the freeway project going all the way to Seacliff. They are dealing with CalTrans and know who to talk to and what the pitfalls might be. Director Treloar said the locals know who their contact people are. President Damron said Penfield & Smith did a great job on their presentation. President Damron said Penfield & Smith did not take it for granted that they would be chosen. They put forth the effort and earned the ranking. General Manager said their presentation materials were top quality.

Director Graf asked what was meant by the bulleted item in the Staff Report under Penfield & Smith "May need supplemental help on public outreach and environmental

permitting.” General Manager said when he put the Staff Report together, in their presentation they did not say “here’s how we are going to accomplish the outreach” and “here’s the staff members we will put on the coastal development permit project.” General Manager said when he met with them on Monday, they had answers, but they still may need professional help from graphic design or guidance on public relations matters. From the environmental permitting side, they have all the coastal commission contacts and people on their staff to do this type of work.

General Manager said B&E is working with Rincon Consultants who are doing some CEQA work for the District on the Bluffs Sewer Relocation Project, and that’s how they were going to achieve the environmental permitting and some of the outreach.

Director Moorhouse said he was disappointed to hear that a representative of the Rincon community was not included on the panel. General Manager said a representative was expected, but an emergency came up at the last minute.

**California Marine Life Protection Act (MLPA) – Southern California Marine Protected Area Development Process** - General Manager said this was an item that had been hot and heavy in the wastewater community in the SCAP communication loop. SCAP is a professional organization of wastewater agencies in the Southern California alliance of POTWs, and they have people that track legislative issues. General Manager said this was an issue that the Board should be aware of, more than be concerned about. The Marine Life Protection Act (MLPA) is a network of marine reserves geared towards limiting commercial and recreational fishing and taking marine resources. General Manager said this process has now extended to the coastline. All stakeholders throughout the state are working to develop a network of marine reserves from Point Conception down to the Mexican border. There have been a series of draft MPA arrays developed by stakeholders in the MLPA process and also by external groups. These arrays, published in late March 2009, are now being evaluated and considered by various leadership groups who will be working to finalize the MPA boundaries in the South Coast Region.

**Proposition 84 Clean Beaches Initiative Grant Status (Septic to Sewer Project) American Reinvestment and Recovery Act (ARRA) Fund Availability** - General Manager said the District entered into a grant agreement with the State Water Resources Control Board in November 2008. The Prop. 84 grant will provide partial funding of the South Coast Beach Communities Septic to Sewer Project. The District expects to receive up to \$2.1M on a reimbursement basis to offset the project costs for homeowners in the project areas. In December of last year the District was notified by the State that the entire grant was frozen. General Manager said this had to do with the State’s inability to sell bonds and the fiscal crisis. General Manager said a budget has since been passed and the State is starting to sell some bonds, but the District has not gotten the message that our grant will be unfrozen anytime in the near future.

General Manager said a few weeks ago the SWRCB Division of Financial Assistance contacted the District and advised us that our grant project could be eligible for federal ARRA (American Reinvestment and Recovery Act) funds through the State Revolving Fund program. The funding would be in the form of a principal forgiveness loan. General Manager said there were some issues that went along with the obligations and requirements for this federal stimulus funding. There are several statutory requirements and regulatory programs at the federal level. There’s another certification that all of the equipment bought for the project would be the “Buy America” provisions of the ARRA legislation for iron, steel and manufactured goods. General Manager said these requirements and conditions go above and beyond what is agreed to in the Prop. 84 grant, and the biggest risk item would be the provisions that say if you don’t meet all the requirements and certifications, the loan would

not be forgiven and the District would have to pay back the money loaned to us by the State with interest. General Manager said the District does not have the same risks with the Clean Beaches Initiative grant.

General Manager said at this point he thought the best option would be to fall back on Prop. 84 grant funding. General Manager said the District collected enough funding through the assessment district process to complete the project. General Manager said this federal stimulus money would be a rebate or refund to the homeowners that would go back to them at the end of the project.

Director Treloar said Prop. 84 was passed by the people of California, and we are sure we will get the funds. We just don't know when. General Manager said that he believed this to be correct but that it could not be guaranteed.

Director Moorhouse asked if the District complied with all the requirements and certifications. General Manager said it would take some time to determine if the District complied with all the requirements and certifications. Director Moorhouse said his concern, if the District received these funds, that some special interest group would find something that we were not doing and would want the District to do. Director Moorhouse said there were too many federal regulations, and he was not supportive of this funding.

President Damron said any funding received from this stimulus funding loan would be given back to the homeowners. It would not benefit the District's ratepayers at large. Director Horwitz said she would recommend that the District not go down this road. Our project is not jeopardized.

General Manager said in his staff report he suggested a motion that the Board provide direction to staff. President Damron said the Board would not pursue the ARRA funding at this time and would not take any action on this agenda item.

**CLOSED SESSION:** Legal Counsel announced that the Board would go into Closed Session at 6:05 p.m. regarding Item No. IV. on the Agenda and would report any action taken when they reconvened into Open Session.

**RECONVENE OPEN SESSION:** The Board reconvened at 6:55 p.m. and President Damron reported there was no action taken during Closed Session.

**Finance Committee** – Director Treloar, Chairperson, said the Finance Committee met on Monday, April 20 and went over the monthly budget report, the quarterly report, the cash flow report and received an audit update. Director Treloar said there was also discussion regarding the monies received for the Septic to Sewer Project.

**Personnel Committee** – did not meet.

**Public Relations Committee** – Director Graf, Chairperson, said the committee met. General Manager said the committee talked about an open house at the treatment plant and some outreach following the receipt of the Plant of the Year Award.

### **Board General Items**

**CASA Legislative Committee Report** – Director Moorhouse reported he attended the CSRMA Finance Committee Meeting and would report on this at the next Board Meeting. Director Moorhouse said he would be attending the CASA State Legislative Committee Meeting in a couple of weeks in Napa.

**Future Agenda Items** – Director Moorhouse passed out GM Evaluation forms to the Board for everyone to complete and return to him as soon as possible.

**Adjournment.** There being no further items to discuss, President Damron adjourned the meeting at 7:02 p.m.

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Michael Damron  
President

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Pat Horwitz  
Secretary Pro-Tem

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Lin Graf  
President Pro-Tem

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Doug Treloar  
Treasurer

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Jeff Moorhouse  
Secretary