

**MINUTES OF THE REGULAR MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
May 6, 2014**

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 **May 6, 2014**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California. The agenda notice for this meeting was posted in the front window of the administrative office of the Carpinteria Sanitary District and on the District's website at least 72 hours in advance of the meeting.

**CALL TO ORDER**

President Pro-Tem Damron called the meeting to order and said President Modugno would be absent from tonight's and that Director Moorhouse had not arrived, but would be arriving shortly.

Directors Present:     Michael Damron – President Pro-Tem  
                              Jeff Moorhouse – Treasurer  
                              Gerald Velasco – Secretary  
                              Lin Graf – Secretary Pro-Tem

Staff Present:         Craig Murray – General Manager  
                              Kim Garcia – Office Manager

Legal Counsel  
Present:                Anthony Trembley – Musick, Peeler & Garrett, LLP

Public Present:       None.

**PLEDGE OF ALLEGIANCE**

President Pro-Tem Damron led those present in the Pledge of Allegiance.

**BOARD APPROVAL OF AGENDA**

President Pro-Tem Damron asked if there were any modifications and/or changes to the agenda. Hearing none, the agenda was approved as submitted.

**I.       BOARD APPROVAL OF MINUTES OF THE MEETING OF APRIL 15, 2014**

Director Velasco made a motion, seconded by Director Graf that the Board approve the Minutes of the April 15, 2014 Regular Board meeting as submitted. The motion carried by the following vote:

AYES:	3	Velasco, Graf, Damron
NOES:	0	None
ABSENT:	2	Modugno, Moorhouse
ABSTAIN:	0	None

**II.     PUBLIC FORUM**

None

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### III. MATTERS BEFORE THE BOARD

#### A. GENERAL REPORTS:

##### 1. General Manager's Status Report

General Manager reviewed his written report regarding the following:

- Employee Recognition
- Rincon Point Septic to Sewer Project Update
- Aerated Sludge Holding Tank Replacement Project
- CASA Public Policy Forum
- Operations Update

President Pro-Tem Damron noted, for the record, that Director Moorhouse had arrived to the meeting.

##### 2. CATE School – Agreement for Laboratory Analytical Services

General Manager reported that at its April 1, 2014 regular meeting, the Board supported a conceptual request from Cate School to provide contract analytical services at the District's certified laboratory to facilitate the beneficial use of recycled water at their campus.

An Agreement for Laboratory Analytical Services between the District and Cate School was attached for review. The agreement has been reviewed by District legal counsel.

Director Graf made a motion, seconded by Director Velasco that the Board approve the Agreement for Laboratory Analytical Services between the District and Cate School dated May 6, 2104. The motion carried by the following vote:

AYES:	4	Velasco, Graf, Damron, Moorhouse
NOES:	0	None
ABSENT:	1	Modugno
ABSTAIN:	0	None

##### 3. Resolution No. R-271 – Adopting the 2013 Santa Barbara Countywide Integrated Regional Water Management Plan

General Manager provided the Board with an overview of his staff report related to Resolution No. R-271 which if approved would adopt the 2013 Santa Barbara Countywide Integrated Regional Water Management Plan. Attached for reference was a document providing highlights of the 2013 Santa Barbara Countywide IRWM Plan. The complete document is available online at <http://www.countyofsb.org/irwmp/irwmp.aspx?id=42010>

Director Graf made a motion, seconded by Director Moorhouse that the Board adopt Resolution No. R-271 which adopts the 2013 Santa Barbara Countywide Integrated Regional Water Management Plan. The motion carried by the following roll call vote:

AYES:	4	Velasco, Graf, Damron, Moorhouse
NOES:	0	None
ABSENT:	1	Modugno
ABSTAIN:	0	None

**4. Board Meeting Minutes Format**

At the regular meeting on April 15, 2014 the Board discussed potential format modifications that might enhance operational efficiency and maintain the proper level of documentation and transparency. Based on review of samples of a more abbreviated form of minutes, Director Graf and President Pro-Tem Damron said that they liked the proposed format. Director Moorhouse indicated that he might prefer a little more substance for certain items. Director Velasco asked how long the Board meeting recordings were kept. The Board Clerk responded that they can be discarded 30 days after the minutes are approved.

Legal Counsel said historically very detailed minutes have been generated by the agency. On future matters that may be controversial or when additional detail is desired for any reason, the Board can direct staff to enhance the level of detail provided in the minutes, but for routine business of the Board, the level of documentation in the proposed format was more than adequate.

Director Graf made a motion, seconded by Director Velasco that the Board approved the new hybrid style of minutes as presented. The motion carried by the following vote:

AYES:	4	Velasco, Graf, Damron, Moorhouse
NOES:	0	None
ABSENT:	1	Modugno
ABSTAIN:	0	None

**5. 2014 Proposed Amendments to CASA Bylaws**

As a CASA member, the District was asked to consider and vote on the 2014 Proposed CASA Bylaws Amendments. A summary of the proposed amendments was provided. Director Moorhouse made a motion, seconded by Director Graf that the Board approve the updated bylaws for the California Association of Sanitation Agencies as presented. Director Moorhouse provided some additional information related to the proposed updates.

The motion carried by the following vote:

AYES:	4	Velasco, Graf, Damron, Moorhouse
NOES:	0	None
ABSENT:	1	Modugno
ABSTAIN:	0	None

**6. 2014 Proposed Amendments to CSDA Bylaws**

As a CSDA member, the District was asked to consider and vote on the 2014 Proposed CSDA Bylaws Amendments. The current and the amended CSDA bylaws are available on the CSDA website for review. Director Moorhouse made a motion, seconded by Director Graf that the Board approve the updated bylaws for the California Special Districts Association. Director Moorhouse provided some additional information related to the proposed updates.

The motion carried by the following vote:

AYES:	4	Velasco, Graf, Damron, Moorhouse
NOES:	0	None
ABSENT:	1	Modugno,
ABSTAIN:	0	None

#### **IV. BOARD ITEMS**

##### **A. COMMITTEE REPORTS**

###### Standing Finance Committee

None.

###### Standing Personnel Committee

None.

###### Standing Public Relations Committee

None.

###### Standing Utilities Committee

The next meeting is scheduled for May 22, 2014.

###### Ad-Hoc Facilities Planning Committee

None.

##### **B. GENERAL ITEMS**

###### CASA Legislative Committee Report

Director Moorhouse reported on several bills being watched by CASA and said that an email was distributed that contained CASA's positions on various bills.

###### LAFCO Report (Jeff Moorhouse)

None.

###### SBCSDA (Santa Barbara – California Special Districts Association) Report

None.

###### CSRMA Report (Jeff Moorhouse)

None.

###### Board Member Vacation Dates

None.

###### Future Agenda Items

None.

#### **V. CLOSED SESSION**

Legal counsel, Anthony Trembley, led the Board in to closed session at 6:05 p.m. on the following agenda items:

CONFERENCE WITH LEGAL COUNSEL — ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): one case. December 10, 2013 Notice of Violation from Central Coast Regional Water Quality Control Board

CONFERENCE WITH LABOR NEGOTIATORS: Per Government Code Section 54957.6. Agency designated representatives: Anthony Trembley, District Legal Counsel. Unrepresented employee: General Manager

LIABILITY CLAIMS: Per Government Code Section 54956.95 Claimant: CMR Claims Department (Verizon). Agency Claimed Against: Carpinteria Sanitary District.

**VI. RECONVENE OPEN SESSION**

**A. CLOSED SESSION REPORT**

President Pro-Tem Damron reconvened the open session at 6:30 p.m.

In accordance with Government Code Section 54957.1, a report on the closed session for item V, LIABILITY CLAIMS: Per Government Code Section 54956.95 Claimant: CMR Claims Department (Verizon). Agency Claimed Against: Carpinteria Sanitary District was made as follows:

A motion to reject the claim and to direct the General Manager to provide notice of the rejected claim to the claimant in accordance with Government Code Section 913 was approved by the following vote:

AYES:	4	Velasco, Graf, Damron, Moorhouse
NOES:	0	None
ABSENT:	1	Modugno,
ABSTAIN:	0	None

**VII. ADJOURNMENT**

There being no further items to discuss, President Pro-Tem Damron adjourned the meeting at 6:32 p.m.

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Mike Modugno  
President

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Michael Damron  
President Pro-Tem

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Gerald Velasco  
Secretary

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Lin Graf  
Secretary Pro-Tem

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Jeff Moorhouse  
Treasurer