

**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 **May 7, 2013**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

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

Staff Present: Craig Murray – General Manager
Kim Garcia – Board Clerk
Hamid Hosseini – Finance Director

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

Public Present: David Rundle – Penfield & Smith
Hillary Hauser – Heal the Ocean

President Moorhouse called the meeting to order and asked Director Velasco to lead those present in the Pledge of Allegiance.

President Moorhouse noted for the record that Director Damron would be absent from tonight's meeting.

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

Board Approval of Minutes of the Meeting of March 19, 2013 and April 16, 2013
- Director Modugno made a motion that the Minutes of the March 19, 2013 Regular Board and the Minutes of the April 16, 2013 Special Board meeting be approved as submitted; Director Velasco seconded the motion, and the motion was approved by a 4-0.

Public Forum – None.

Contract Document Acceptance and Authorization to Solicit Bids – South Coast Beach Communities Septic to Sewer Project Rincon Point Component – General

Manager said the District has been working on this project since 1998 to provide public sewer service to the residential community at Rincon Point. The overall project involves conversion of 72 existing residences from on-site wastewater management systems, developed in the early 1930's, to public sewer. The project evolution has included comprehensive environmental review, annexation of the community into the District's service area, acquisition of a State grant to defray a portion of the project costs, formation of an assessment district to provide a funding mechanism for the project, detailed design and complex permitting and right of way acquisition.

General Manager said the community will be served by a low pressure sewer system. This involves installation of a grinder pump and tank assembly to serve each home and small diameter conveyance piping. This approach was utilized due to significant constraints within the area that would have made a conventional sewer collection system infeasible and cost prohibitive.

General Manager said the design activities were completed by Penfield & Smith pursuant to Cash Contract Number 365 initiated in July 2009. General Manager commended Dave Rundle and the support staff at Penfield & Smith for their efforts and perseverance on this important project. Mr. Rundle thanked General Manager for his comments.

General Manager said the District has received the final plans and specifications that incorporate draft comments and input provided by District staff. Copies of the 100% complete Contract Documents are available for review at the District office.

General Manager said this component has been broken into two discrete projects for the purpose of soliciting public bids. One project includes all necessary infrastructure outside of the community, including the pump station, the force main within the US 101 corridor and the gravity sewer into Carpinteria Avenue. From a land use perspective three permitting agencies were involved including the County of Ventura, the City of Carpinteria and the County of Santa Barbara. General Manager said this morning the County of Santa Barbara Board of Supervisors approved the easement documents to allow for construction of critical improvements within the Rincon Beach Park as well as certified the environmental document and authorized their General Services department to consent to annex. The annexation hearing is scheduled for the June LAFCO regular meeting.

General Manager said the District intends to purchase the low pressure system grinder pumps, tanks, control panel and appurtenant equipment directly from Environment One, the selected manufacturer. The timing for the equipment purchase will be coordinated with the bid award process and upon verification that project funding is adequate.

General Manager said the District will engage a consultant to provide construction management and on-site inspection during the installation phase. General Manager recommended that the District engage Penfield & Smith to maintain continuity and to leverage the extensive experience gained through the Sandyland Cove and Sand Point Road projects.

General Manager said it was staff's recommendation that the Board accept the 100% complete Contract Documents for the Rincon Point component of the South Coast Beach Communities Septic to Sewer Project and that authorization be given to advertise and solicit bids for construction.

President Moorhouse acknowledged one public speaker request had been submitted. Hillary Hauser, Heal the Ocean Executive Director, was invited to address the Board on Item A1.

Ms. Hauser introduced James Hawkins, Ruston Slager and Heal the Ocean Board member, Heather Hudson, and said on behalf of Heal the Ocean she would like to thank the Board of Directors for their continued support and commitment to this project. Ms. Hauser delivered a presentation which described many of the trials and tribulations that Heal the Ocean, the affected homeowners and the District have endured since inception of the project including environmental challenges, permitting issues, funding hurdles and lawsuits. Heal the Ocean's annual newsletter will contain a timeline piece beginning in 1998 until present documenting events and milestones that have taken place. Ms. Hauser again thanked the Board for their participation in the septic to sewer projects.

President Moorhouse noted that although Pat Horwitz no longer sits on the District Board of Directors, she was instrumental in the project movement and progress during her tenure as a Director.

President Moorhouse thanked Ms. Hauser for her contributions to this project. President Moorhouse said over the last decade, through CASA and through relationships with foundations such as Heal the Ocean, wastewater agencies are becoming stewards of the environment.

President Moorhouse closed public forum and Director Graf made a motion that the Board accept the 100% complete Contract Documents for the Rincon Point component of the South Coast Beach Communities Septic to Sewer Project and that authorization be given to advertise and solicit bids for construction. Director Modugno seconded the motion, and the motion was approved by a 4-0 vote.

2013 Long Range Planning Workshop – Summary Report – General Manager said on April 16, 2013 the District Board and staff participated in a strategic planning workshop. The meeting was facilitated by the General Manager.

General Manager said a Summary Report was attached to the packet for review and comment. The report is in draft form and additional input or suggested edits from Board members are welcome prior to finalizing the document.

President Moorhouse asked if there were any comments or input. Hearing none, President Moorhouse said the report is a moving target and should be brought back to the Board during subsequent workshops for reference.

City of Carpinteria Utility Committee – General Manager said that many years ago a joint meeting of the local agencies occurred to work on policy matters that affect or involve utility providers in the Carpinteria Valley. The city believes that it may be valuable to reconvene the meetings on a more regular basis. District staff supports this concept.

President Moorhouse appointed himself and Director Graf to serve as members of an ad-hoc committee to meet with the City of Carpinteria Utilities Committee and representatives from the water district for the purpose of working cooperatively on policy matters.

General Manager's Status Report – General Manager reported on the following:
Quarterly Incident Report – The Quarterly Incident Report for the period January – March 2013 was presented to the Board. This report detailed incidents, complaints and other customer interactions received during this period. **SBSDA Meeting Report** – General Manager said he and President Moorhouse attended the monthly Santa Barbara Special Districts' Association meeting on April 22nd. Representatives from Goleta Water District spoke about the updated organizational management approach that they have rolled out with great success. **Annual Budget Process Update** – General Manager said District staff continues to work on the annual operating budget and a preliminary budget document was reviewed at

the April Finance Committee meeting. A tentative schedule for budget consideration and approval was attached. A letter from the District's auditor explaining their role throughout the annual audit process was distributed for review. **Digester Replacement Project Update** – General Manager said on April 1st, Carollo delivered the 60% completion level plans and specifications to the District. The complete project team will be meeting on May 9th here at the District to review the documents and to provide input on equipment selection and design specifications. **City of Carpinteria Public Works Coordination Meeting** – General Manager said the City of Carpinteria Public Works Department initiated a staff level meeting with area utility service providers to review a number of upcoming capital projects. **AB 371 Opposition Letter** – General Manager said Board President Moorhouse signed a letter sent to the Assembly Local Government Committee opposing AB371. A copy of the letter was attached. Although passage of this bill would not have immediate, direct impacts on our agency, it would have industry-wide implications. **Operations Update** – General Manager said the treatment plant is operating well and in full compliance with our NPDES discharge permit. Staff administered a bid process for bulk chemical supply. Results were favorable and contracts will be prepared for Board consideration at an upcoming meeting. The interior gate mechanical operator at the treatment plant was replaced. The original unit failed after 17 years of use. Two staff members attend the CWEA Annual Conference in Palm Springs held the week of April 15th. General Manager said he and Operations Manager, Mark Bennett, drove down for one day to visit the exhibition hall and to coordinate with equipment vendors on upcoming capital project and procurements. The collections system is operating well. No SSOs or other significant problems have occurred since the last Board meeting. Two Smartcover alarms went out to on-call staff over the past several weeks. Staff responded to the first call and found evidence of a backup that had cleared itself. The second alarm was for a high level in a manhole on Santa Clause Lane, staff responded and cleared a blockage to restore flow prior to any SSO occurring. As part of the District's annual collection system maintenance and repair program, a number of point repairs have been made to address structural defects within the collection system pipeline network. Bi-annual CPR and First Aid refresher training for District staff was conducted in April. Matt Oliver passed the Collection System Operator Grade I exam offered by the CWEA. He also passed his Class B driver's license examination. Congratulations Matt.

Finance Committee – Did not meet.

Personnel Committee – Did not meet.

Public Relations Committee – Director Graf reported that the committee met on Monday, May 6th, but nothing to report at this time.

CASA Legislative Committee Report – President Moorhouse said the CASA Legislative Committee met April 5th. Minutes will be distributed once complete.

LAFCO Report – None.

SBCSDA Report – None.

CSRMA Report – None.

Board Member Vacation Dates – None.

Future Agenda Items – None.

CLOSED SESSION – 6:30 p.m.

Legal counsel led the Board in to closed session on the following agendized items:

CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION: Pursuant to Government Code Section 54956.9(d)(1): Name of Case: Mark Gilbert v. Tierra Contracting, Inc.; City of Carpinteria; Carpinteria Sanitary District. Santa Barbara Superior Court Case No. 1415699.

CONFERENCE WITH LEGAL COUNSEL — ANITICIPATED LITIGATION: Pursuant to Government Code Section 54956.9(d)(2): one case. Concerning April 24, 2012 “Frac-out” incident in Carpinteria Creek as part of the Bluffs Sewer Relocation Project.

RECONVENE OPEN SESSION – 6:50 p.m. President Moorhouse reconvened the open session and stated that there was no action taken on the closed session items.

Adjournment There being no further items to discuss, President Moorhouse adjourned the meeting at 6:51 p.m.

Jeff Moorhouse
President

Lin Graf
Secretary

Mike Modugno
President Pro-Tem

Gerald Velasco
Secretary Pro-Tem

Michael Damron
Treasurer