

**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 **June 2, 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 - **Absent**
Doug Treloar – Treasurer

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

Legal Counsel
Present: Anthony Trembley - **Absent**

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

President Damron noted for the record that Director Horwitz and Legal Counsel, Tony Trembley were absent.

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 May 19, 2009 – Director Moorhouse made a motion that the minutes of the May 19, 2009 Board Meeting be approved as submitted; Director Graf seconded the motion. Director Treloar said on page 4 of the minutes, the Finance Committee section read *Director Horwitz said the **Board** met...*, and should have read *Director Horwitz said the **Committee** met...* The motion was approved, as modified by the following vote: 2 ayes (Directors Damron and Moorhouse), 2 abstentions (Directors Graf and Treloar - due to being absent from the May 19, 2009 Board Meeting) and 1 absent (Director Horwitz).

Public Forum - None

General Manager's Status Report – General Manager reported on the following:
State Budget Update – An update from CASA suggests the suspension of Proposition 1A

may be on the table and the State could borrow local government property tax in the coming fiscal year. At this point it's up in the air and CASA will keep us updated; **LAFCO Policy on Out of Agency Service Agreements for Agricultural Parcels** – District staff and counsel continue to monitor development of this draft policy; **Plant Water System Efficiency Upgrades Project** – Preliminary engineering has been completed and staff is working with our consultant to prepare implementation cost estimates. Staff is also working with Edison regarding potential SCE rebates; **Lift Station No. 5 Update** – Work on Lift Station #5 is complete. Edison was onsite May 29th to complete tie-in to the new meter. Telemetry is fully functional allowing real time SCADA monitoring. There are a few punch list items that should be completed next week. Director Treloar asked if the District got signals by air or telephone. General Manager said by air (radio), but the phone line was a backup if there are problems and the radio goes out; **Bluff Sewer Relocation Project Update** - This project is moving along, and we expect to receive 100% design specifications soon. We had some positive information from Caltrans regarding the District's encroachment permits, as well as our discussions with the City of Carpinteria regarding their encroachment permit and an easement. We are expecting comments back on the environmental document the third week of June and should be able to move on with the permitting and bidding of this project; **General Manager Vacation Schedule** – General Manager said he would be on vacation the week of June 15th and suggested that the regular Board meeting scheduled for June 16th be cancelled. General Manager said there wasn't anything pressing to reschedule the meeting to another date, and the next regular meeting would be held on July 7th. This would be the meeting to adopt our annual budget; **Operations Update** – The treatment plant is running great. The collection system is also running fine with no overflows to report. A new flagpole has been installed in front of the District office, which we felt as a public entity was appropriate. The asphalt surface at the treatment plant was slurry sealed this week. Two of our staff members, Eddie Saenz and Richard Cervantes, who will be our primary CCTV operators, attended a 3-day training course on the standard in our industry on defect coding. It was an important training that will complement our capital purchase. Staff completed our epoxy coating of the chlorine contact tank and influent pump room floor. The new grit washer was delivered and installation will be scheduled after our Plant of the Year workshop on June 10th. Director Treloar asked if our crew would be completing the installation. General Manager said staff is working with a crane operator, but the installation and wiring will be completed by District staff. An access hatch on our outfall chamber in State Park was replaced. Staff is continuing to work on GIS updates.

Resolution No. R-221 – Sewer Service Charges on Assessor Rolls/Hearing -

General Manager said this was the night the Board had set to conduct a hearing to place the sewer service charges on the tax rolls for Fiscal Year 2009/2010. The published notice for this hearing was in the *Coastal View News* twice per Government Code 6066, and a direct mailing went to all new properties as required by law. Our binder of all sewer service charges for FY 2009/10 has been made available to the public and is available for the Board to review. One parcel, the Carpinteria State Beach Park, will be billed separately.

General Manager said the procedure to receive public comment or protest was a formal one and a procedure text had been prepared to use. General Manager said he would give the floor back to President Damron to begin the hearing.

President Damron said this was the time and place for a public hearing on the written report on file with the District as to whether or not the sewer charges set forth in said report shall be placed on and collected by means of the County Tax roll for fiscal year 2009/10. President Damron asked the General Manager to call the roll. Director Horwitz was absent – Directors Graf, Treloar, Moorhouse and Damron were present. President Damron proceeded with reading the procedure text. There were no members of the public present to make any

objections or protests to the report. President Damron said "There being no majority protests, the hearing is declared closed and a resolution ordering the filing of the report with the Auditor is ordered". President Damron called for a motion. Director Treloar made a motion that the Board adopt Resolution No. R-221, ordering the filing with the County Auditor a report of sewer service charges for FY 2009/10 to be placed on and collected by the County Assessor's Rolls; Director Graf seconded the motion. President Damron asked General Manager to call roll on the adoption of the resolution. Director Graf voted aye, Director Treloar voted aye, Director Moorhouse voted aye, and President Damron voted aye. Director Horwitz was absent. General Manager said the motion passed with the required 4/5's affirmative vote.

Resolution No. R-222 - Providing for Collection of Special Assessments by Attachment to the Real Property Tax Roll in Ventura County - General Manager said following the District's successful bond sale and formation of Assessment District 2007-1, this next step this deals with getting the assessments on the County Tax Roll for collection. The County of Ventura has asked the District to consider a resolution of its Governing Board that requests collection of the assessments via the tax roll and indemnifies and holds harmless the County from any challenges to the assessments. The County also requested that resolution confirm compliance with Proposition 218. A resolution of this type is not required in Santa Barbara County. General Manager said this resolution was reviewed by our bond counsel, and it was staff's recommendation that the Board adopt Resolution No. R-222.

Director Treloar made a motion that the Board adopt Resolution No. R-222 Providing for Collection of Special Assessments by Attachment to the Real Property Tax Roll in Ventura County; Director Graf seconded the motion, and the motion was approved by the following 4-0 roll call vote: Director Treloar voted aye, Director Graf voted aye, Director Moorhouse voted aye, and President Damron voted aye.

Authorization to Solicit Bids - Manhole Rehabilitation Project - General Manager said this was a Capital Improvement Project that was approved in the FY 2008/09 Budget and through our Finance Committee we talked about augmenting the 2008/09 funds. Through the District's condition assessment program 99 manholes were identified within the District's wastewater collection system that needed structural rehabilitation and application of a corrosion resistant interior coating. General Manager said the timing was right to add a project such as this, as public works project costs are much lower than in recent years.

General Manager said the design of the necessary improvements was completed by District staff, with limited drafting assistance from Penfield & Smith. The plans and specs were incorporated into a set of Contract Documents that are available to review at the District office. General Manager said if approved and authorized for bidding, a public advertisement and bid process will be undertaken with the bulk of the work conducted in the summer and fall of 2009.

General Manager said it was staff's recommendation that the 100% complete Contract Documents for the Manhole Rehabilitation Project be accepted and that authorization be given to advertise and solicit bids for construction.

Director Treloar made a motion that the Board accept the Contract Documents for the Manhole Rehabilitation Project and that authorization be given to advertise and solicit bids for construction; Director Graf seconded the motion.

Director Treloar asked if this included manholes where the City goes in and does work and the manholes needed to be raised. General Manager said this did not.

President Damron called for a vote, and the Board voted by a 4-0 vote to approve the motion.

CLOSED SESSION: President Damron announced that the Board would go into Closed Session at 5:54 p.m. regarding the following and would report any action taken when the Board reconvened into Open Session:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Per Government Code Section 54957. Title: General Manager

RECONVENE OPEN SESSION: The Board reconvened at 6:02 p.m. and President Damron reported a copy of the General Manager's Performance Evaluation would be placed in his Personnel File.

Finance Committee – did not meet.

Personnel Committee – did not meet.

Public Relations Committee – did not meet.

Board General Items

CASA Legislative Committee Report – Director Moorhouse said he participated in a two hour conference call last week regarding the status of legislative bills. Director Moorhouse said he was regularly participating in emails and giving input on bills. Director Moorhouse also talked about future legislation regarding recapturing recycled water at the ocean outfall and legislation regarding solar. Director Moorhouse said he would continue to monitor legislative bills and reports and bring information back to the Board.

Future Agenda Items

Adjournment. There being no further items to discuss, President Damron adjourned the meeting at 6:13 p.m.

Michael Damron
President

Pat Horwitz - **Absent**
Secretary Pro-Tem

Lin Graf
President Pro-Tem

Doug Treloar
Treasurer

Jeff Moorhouse
Secretary