

**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 5, 2007**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

Directors Present: Jeff Moorhouse – President
Lin Graf – President Pro-Tem
Michael Damron – Secretary
Doug Treloar – Secretary Pro-Tem
Patricia Horwitz – Treasurer

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

Legal Counsel
Present: Anthony H. Trembley

Public Present: None

President Moorhouse called the meeting to order and asked Director Horwitz to lead the Pledge of Allegiance; Director Horwitz then did so.

President Moorhouse asked if there were any modifications and/or changes to the agenda. Hearing none, the agenda stood as modified.

Minutes of the May 1, 2007 Board Meeting: Director Horwitz made a motion that the Board accept the minutes of May 1, 2007 as submitted; Director Treloar seconded the motion, and the motion passed by a 4-1 vote. President Moorhouse abstained due to being absent from the meeting.

Minutes of the May 15, 2007 Board Meeting: The following corrections were made on page eight – first line (extra hyphen was removed); line 10 (the word rains was replaced with **drains**), **Public Relations Committee** (Director Graf... was replaced with Director **Moorhouse** said the PR Committee did meet and **had** discussed... Director Treloar made a motion that the Board accept the minutes of May 15, 2007 as modified; Director Damron seconded the motion, and the motion was approved by a 4-1 vote. Director Graf abstained due to being absent from the meeting.

Public Forum. None

Resolution No. R-195 – Filing of Sewer Service Charges. General Manager said the Board set the hearing date of June 5, 2007 for placing the sewer service charges on the tax rolls and authorized publication of the required notices. General Manager said the next step would be for the Board to take action in the form of a resolution. General Manager said a notice had been published two times in local newspapers, according to Section 6066, and all new properties that were connected received the notice. General Manager said the hearing draft of the sewer service charge report listing every property was prepared and available for public review, effective May 24, 2007. General Manager said this report also included the gross sewer service charge fee for each parcel within the District's service area for the coming fiscal year. General Manager said that in FY 2006/07 the District began collecting sewer service charges for three individual parcels that comprise the Carpinteria State Beach Park separately and directly from the State of California. General Manager said this was due to their inability to pay those fees from a tax bill in a timely manner. For the coming year the total SSC to be collected is approximately \$35,748.

General Manager said this was a public protest hearing through a formal process, and a procedure text was included in the staff report that President Moorhouse could use for the hearing. General Manager said it was staff's recommendation that the written procedures be followed and that the Board approve Resolution R-195.

President Moorhouse followed the Procedure Text for Placing Sewer Charges on the Assessor Rolls - Public Hearing. General Manager called the roll; all Board Members were present. President Moorhouse asked General Manager to file the Written Report with the Board Secretary; General Manager delivered the report to the Board Secretary. President Moorhouse noted there were no members of the public present to protest the report. President Moorhouse, hearing no protests, declared the hearing closed. Director Horwitz made a motion that the Board adopt Resolution R-195, ordering the filing with the County Auditor a report of sewer service charges for FY 2007/08 to be placed on and collected by the County Assessor's Rolls; Director Graf seconded the motion. President Moorhouse asked for a roll call on the motion. General Manager called for the vote: Director Damron voted aye, Director Horwitz voted aye, Director Graf voted aye, Director Treloar voted aye and President Moorhouse voted aye. General Manager stated that the Resolution passed with the required 4/5's affirmative vote.

Resolution No. R-196 – Adopting the Santa Barbara

Countywide Integrated Regional Water Management Plan (IRWMP). General Manager said copies of the final version of the countywide Integrated Regional Water Management Plan (IRWMP) were given to the Board, as well as a copy on file at the District for public review. General Manager said he had reported on this process as it had developed. General Manager said it stemmed from Proposition 50, the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002, which provided, among other water programs, funding for a new water resource planning model known as Integrated Regional Water Management Planning, and additionally funded projects that came out of the IRWMP on a competitive basis from 30 planning areas within the state of California.

General Manager said the Santa Barbara County Water Agency took the lead in developing the plan within the county and a consortium of county departments and JPAs all came together within the past nine months and cooperated on the preparation and development of the IRWMP. General Manager said this document was developed with input and financial contributions from 29 cooperating partner agencies. The process was community-based, with outreach efforts and public meetings to obtain feedback from

stakeholders and the general public. General Manager said a team of consultants was also brought on board to assist with document development and process/project management.

General Manager said the document focused on key objectives that included water supply, groundwater management, ecosystem restoration, water quality, emergency preparedness and infrastructure efficiency and reliability. General Manager said a set of regional priorities was established in the cooperative plan development process that was closely connected to statewide priorities set forth in the legislation and the Prop 50 grant program guidelines.

General Manager said the IRWMP development process resulted in meaningful cooperation and collaboration amongst water and wastewater agencies and relationships were established and promoted. General Manager said it was worth going through the process to establish relationships and understand where each agency was going. General Manager said the primary purpose was the pursuit of grant funding opportunities. The District submitted detailed descriptions of forthcoming projects. The other agencies submitted the same, and a long list of countywide projects was compared to the regional priorities and the state priorities. Projects were filtered out and ranked in terms of their readiness to proceed and other established metrics. Tier 1 projects were those projects that fit those goals and were ready to proceed. General Manager said Carpinteria Sanitary District had two projects that met those Tier 1 criteria. One was relocation of the Bluffs sewer, and the second was realignment of the pipe that crosses over Carpinteria Creek, just north of Highway 101. General Manager said there was a joint project with the Carpinteria Valley Water District that was a feasibility study to look at recycled water, and that project was ranked high on the list. General Manager said a project with Montecito Sanitary District did not rank towards the top of the list.

General Manager said IRWMP partners are finalizing a list of projects that will be put forth in a detailed grant application for the second round of Prop 50 funding, where up to \$66M will be available to regions that did not receive funds in the first funding cycle in 2006.

General Manager said adoption of the IRWMP by partner agencies was a critical step in the overall process. General Manager said the District provided a pro-rata share of IRWMP development costs. Additional financial support is required from the partner agencies to guide the completed IRWMP through the state approval process and to facilitate the regional grant application. Approximately \$1,300 in supplemental funds have been committed by the District for this process.

General Manager said it was staff's recommendation that the Board adopt Resolution R-196 which adopts the Santa Barbara Countywide Integrated Regional Water Management Plan.

President Moorhouse opened this item up to the Board for discussion. Director Horwitz asked General Manager if there was very much public participation when public meetings were held. General Manager said there was not very much public participation, but there were several environmental organizations (Heal The Ocean, Channel Keeper, NRDC and EDC) that participated.

Director Treloar made a motion that the Board adopt Resolution R-196, adopting the Santa Barbara Countywide Integrated Regional Water Management Plan; Director Horwitz seconded the motion, and the motion passed by the following 5-0 roll call vote: Director Treloar voted aye, Director Graf voted aye, President Moorhouse voted aye, Director Horwitz voted aye, and Director Damron voted aye.

CASA State Legislative Committee Appointee. President Moorhouse said he asked that this item be placed on the agenda. President Moorhouse said he reported at the last Board meeting that he had been asked by Harry Price, the Committee Chair with the State

Legislative Committee, and who is also the President-elect of the CASA Board, that he was interested in putting President Moorhouse on the State Legislative Committee when a vacancy came up. President Moorhouse said he told Committee Chair Price that he would do that with his Board's support.

Director Horwitz made a motion that the Board approve appointment of President Moorhouse to represent the District on the CASA State Legislative Committee when a position came available; Director Damron seconded the motion. Director Treloar asked if the District was required by CASA to make the appointment. President Moorhouse said no. Director Treloar said he appreciated that President Moorhouse wanted to serve on the committee, and he knew it would be beneficial to the District, but he felt President Moorhouse should be serving as an individual, not as a representative of this Board. Director Treloar said he was not in favor of approving this item. President Moorhouse said what the District's governing Board had been lacking, in his opinion, was knowledge and awareness of the bills that were going through the legislature at this time. President Moorhouse said he saw this as an opportunity for a representative from the District's Board to be informed and a representative for the smaller districts to have a voice in how our lobbyists proceed with positions that we are opposing or supporting. President Moorhouse said he would not be doing anything as an individual, but with counsel from the entire Board. Director Treloar said he understood the benefit to the District, but said he was concerned that if President Moorhouse was being appointed as a representative of the CSD Board and traveling to Sacramento as a representative of the Board and there was an accident, the District might be liable. President Moorhouse said that was the case every time the Board traveled via car on District business. Director Graf said if the Board makes this a formal action by having this on the agenda, would that be different than a volunteer request from President Moorhouse to be on the State Legislative Committee. Legal Counsel Trembley said he asked that this item be placed on the agenda so it can be discussed at a Board Meeting. Legal Counsel said he thought the question from the Board was should this be a day of service that would be compensated. Director Graf said if President Moorhouse served on the CASA Legislative Committee, the District's level of liability would not be any different. Legal Counsel said this did not prove to be a greater liability exposure to the District. President Moorhouse said this was not an appointment by the Board; the appointment would come from CASA. President Moorhouse said it was placed on the Agenda so the Board could talk about it and he could find out if there was support.

President Moorhouse called for a vote, and the motion passed by a 4-1 vote. Director Treloar voted nay.

General Manager's Status Report: Joint Safety Officer Update – Each of the five participating agencies have received Board approval to pursue the joint hiring of a Safety and Training Officer. A meeting was held on June 5th to plan recruitment efforts and execute the agreement; **Collection System Rehabilitation Project Update** – On May 24th a pre-construction meeting was held with the contractor, subcontractors, City of Carpinteria inspector and a number of staff from the District. The work is expected to be delayed about a month to accommodate a request from the City until after Labor Day. This schedule modification will also allow for incorporation of additional unit price work; **Annual Independent Audit** – The annual audit starts tomorrow. Teaman, Ramirez & Smith will be onsite to perform the preliminary phase. Staff has compiled information typically requested by auditors in advance of their visit; **CSRMA Pooled Liability Program Committee Report** – The General Manager attended his first meeting as a member of the CSRMA PLP Committee on May 22nd in San Francisco. General Manager said it was interesting to participate and get insight as to what other agencies are dealing with in terms of losses and claims. General

Manager said the committee worked on a policy and procedure document where all the member agencies will be asked to adopt a procedure for reporting sewer overflows to Carl Warren; **Staff Recruitment Status Report** – The District conducted open recruitment for an Operator in Training position over the past several weeks. General Manager reported that the District had received fifteen applications and interviews would be conducted on Wednesday and Thursday of this week; **Operations Update** - The WWTP is operating in full compliance with the NPDES Permit. The Collection system is operating fine with no SSOs to report. The Primary clarifier was taken out of service to allow Cushman Contracting Corp. to make warranty repairs to coating on launder support beams installed as part of the primary clarifier rehabilitation project completed in 2006. A complete inspection of the mechanical system was undertaken concurrently by operations staff. David LaCaro of the RWQCB stopped in for an unannounced compliance inspection of the District's WWTP. No problems or issues were raised. Mr. LaCaro reported the District was far ahead of most all other WWTPs in the region (and the State) with respect to on-line reporting using the CIWQS system. General Manager said the District is hoping to get a letter from the SWRCB that would relieve the District of the requirement to submit hard copies of monthly reports and other required reports. Hard copies will still be required by EPA and DHS. District staff will be working with City staff on modification of the existing manhole near the entrance to the Carpinteria Bluffs Park. General Manager said the manhole was on the end of a line that was not in service and is very visible in the park. General Manager said the City asked if it could be turned into a sundial or some other aesthetic piece. General Manager said he told the City that the District would take the top off and put a cap on and bury it. The District's Engineering Technician has been conducting routine grease trap inspections and issuing update permits to food service establishments throughout the City.

Director Horwitz asked General Manager if he brought up the liability issue of Workers Comp when he met with the five agencies. General Manager said he did not bring this up specifically with this group. Staff felt, based upon discussion at the last Board meeting, and the input from Legal Counsel that the contractual language covered this issue.

Board Committee Reports.

Finance Committee – Director Treloar said the Finance Committee met on May 16th. Chairman of the Committee, Director Horwitz was unable to make the meeting, and Director Moorhouse served in her place. Director Treloar said the committee reviewed the Investment Report, monthly budget report and reviewed a preliminary inventory vehicle report. Director Treloar said the committee also looked at some long-range capital improvement projects. The preliminary FY 2007/08 was also reviewed by the committee.

Personnel Committee – Director Graf said the committee met, but did not have anything to report at this time.

Public Relations Committee. Did not meet.

Board General Items: 1) Director Graf passed out a report from his attendance at CSDA Legislative Days on May 14-15 in Sacramento. Director Graf said his report was similar to what President Moorhouse had said about legislation. Director Graf said there were four pieces of legislation that the lobbyists presented. Director Graf reported that the breakout sessions were weak. Director Graf said he found out that as a sanitary district we could produce our own energy and sell it to Edison, if the District chose to do so. General Manager said there was a bill in the current legislative cycle that would allow the agencies to

have remote solar installations and net meter from those; 2) CASA Legislative Committee Report – Director Moorhouse said he was involved in a phone conference call getting an update on some bills in the works – AB 800 and the bill regarding eight hour notice of any overtime worked. Director Moorhouse passed out a report on other legislative issues.

Future Agenda Items: CSDA Board of Directors – call for nominations.

Closed Session – The Board adjourned to Closed Session for the following item:
Public Employee Performance Evaluation: Per Government Code Section 54957. Title: General Manager.

Reconvene Open Session – the Board came out of Closed Session at 6:50 pm and President Moorhouse reported no action was taken.

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

Michael Damron
Secretary

Lin Graf
President Pro-Tem

Patricia Horwitz
Treasurer

Jeff Moorhouse
President

Douglas Treloar
Secretary Pro-Tem