

**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 **July 16, 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: None

President Moorhouse called the meeting to order and asked Director Graf 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 July 2, 2013** – Director Graf made a motion that the Minutes of the July 2, 2013 Regular Board meeting be approved as submitted; Director Velasco seconded the motion, and the motion was approved by a 4-0 vote.

**Public Forum** – None.

**General Manager's Status Report** – General Manager reported on the following:  
**Rincon Point Septic to Sewer Project Update** – General Manager said bids were opened on Thursday, July 11, 2013 for the onsite portion of the Rincon Point septic to sewer project and the results were favorable. The apparent low bidder was Travis Agricultural Construction with a bid of \$1,256,553. Penfield and Smith will prepare a bid tabulation spreadsheet and commence detailed review of the bids received. **Smartcover Installations** – General Manager said installation of two new Smartcover manhole level monitoring units was completed. One was placed upstream of the crossing under Carpinteria Creek north of the Union Pacific Railroad tracks. The second unit was placed upstream of an inverted siphon on Via Real adjacent to the Polo Fields. This site was the location of an SSO in 2012. **IRWMP Grant Payment** – General Manager said the District received the final 10% retention payment of \$125,000 from the Prop 50 IRWMP grant for the Bluffs Sewer Relocation Project. Although the grant required significant effort to administer, it was a major benefit to District ratepayers. **Operations Update** – General Manager said the treatment plant is operating well and in full compliance with our NPDES discharge permit. A copy of the plant performance report for the week ending July 11<sup>th</sup> was attached. The collections system is operating well. No SSOs or other significant problems have occurred since the last Board meeting. Collections staff responded to an E-One pump failure that resulted from a malfunctioning water softener and a lateral blockage on La Brea where roots were removed. Staff is working on capital procurements for FY 2013/14 and planning other scheduled CIP projects. Scrubber media for OCU-3 was received and successfully changed out. Staff is implementing a comprehensive monitoring program to assess performance of new media in relation to our existing APCD permit requirements. A new sludge transfer pump was installed at the dewatering building as an interim solution and to provide flexibility during construction of the new aerobic digesters. Director Modugno asked that the plant performance report include permit effluent limitation values as well as the actual monitoring results.

**Notice of Award – Rincon Point Offsite Improvements and Pump Station Project** – General Manager said this project includes construction of approximately 1,360 linear feet of 8-inch diameter gravity sewer in Carpinteria Avenue, trenchless installation of 2,900 linear feet of 4-inch diameter HDPE force main in the US 101 right of way and construction of a sewage pump station, utility building and appurtenances.

General Manager said that on July 2, 2013 the District received six bids for the Rincon Point Offsite Improvements and Pump Station Project. The bids were opened publicly at the District office and it was determined that the apparent low bidder was Tierra Contracting, Inc., with a bid of \$1,459,771.

General Manager said the second low bidder was Specialty Construction of San Luis Obispo. Specialty asked for a complete copy of Tierra's bid which the District provided.

General Manager said the bid package submitted was determined to be complete and Tierra was deemed to have submitted the lowest responsive and responsible bid. Penfield & Smith, the project engineer, reviewed the bid packages and prepared a letter recommending contract award. There were several minor clerical errors within the bid document, but were determined to be immaterial irregularities that do not have a bearing on the validity of the bid.

General Manager said that it was staff's recommendation that the Board approve issuance of a Notice of Award for the Rincon Point Offsite Improvements and Pump Station Project to Tierra Contracting, Inc., of Santa Barbara, California, who was determined to be the lowest responsive, responsible bidder for this project with a bid amount of \$1,459,771.

Director Modugno made a motion that the Board approve issuance of a Notice of Award for the Rincon Point Offsite Improvements and Pump Station Project to Tierra

Contracting, Inc. of Santa Barbara, California; Director Graf seconded the motion. Legal Counsel suggested that the Board include a waiver of minor bid irregularities as part of the motion. Director Modugno and Director Graf accepted the modification and the motion, as modified, was approved by a 4-0 vote.

**Cash Contract No. 412- Penfield & Smith - Construction Management, Inspection and Support Services for the Rincon Point Offsite Improvements and Pump Station Project and Rincon Point Septic to Sewer Conversion Project** – General Manager said that this important project is funded by the homeowners, through Assessment District 2007-1 and based on construction bid amounts, it appears that adequate funds exist to undertake the entire project inclusive of the comprehensive construction period support services proposed by Penfield & Smith.

General Manager said project management throughout the design phase has been largely handled by Penfield & Smith. District staff solicited a proposal to provide construction management, inspection, and construction period engineering support for both Rincon projects. Their letter proposal dated, July 5, 2013, is included an Exhibit “A” to Cash Contract No. 414 and was attached for review.

General Manager said that their services would be based on a time and materials basis with a not to exceed project fee of \$498,400. District staff considers this estimated to be very conservative. Full time inspection services were assumed for the full duration of both projects. It’s likely that there will be overlap and periods of time where one individual can cover both projects which are anticipated to reduce costs.

General Manager said that it was staff’s recommendation that the Board approve Cash Contract No. 412 between the District and Penfield & Smith for construction management and related services on the Rincon Point Offsite Improvements and Pump Station Project and Rincon Septic to Sewer Conversion Project, with a not to exceed fee of \$498,400.

Director Graf made a motion that the Board approve Cash Contract No. 412 between the District and Penfield & Smith as presented; Director Modugno seconded the motion and the motion was approved by a 4-0 vote.

**Resolution No. R-265 – Commending and Thanking Steven Gemeinhardt for 15 Years of Dedicated Service to the District** – General Manager said that after over 15 years of dedicated service, Steve has indicated his desire to retire from the District on Friday, July 19, 2013. The District staff and Board of Directors thanked Steve for his years of loyal, reliable and committed service to the agency.

General Manager said there will be an appreciation luncheon for Steve on Friday, July 19<sup>th</sup> at 11:30. Board members are welcome and encouraged to attend.

General Manager said it was staff’s recommendation that the Board adopt Resolution No. R-265, as submitted.

Director Graf made a motion that the Board adopt Resolution No. R-265 Commending and Thanking Steven Gemeinhardt for 15 Years of Dedicated Service to the District; Director Velasco seconded the motion, and the motion was approved by the following 4-0 roll call vote: Director Graf voted aye, President Moorhouse voted aye, Director Modugno voted aye, and Director Velasco voted aye.

**Finance Committee** – Did not meet.

**Personnel Committee** – Did not meet.

**Public Relations Committee** – Did not meet.

**CASA Legislative Committee Report** – President Moorhouse reported that an email was sent to Board members regarding pending bills.

**LAFCO Report** – None.

**SBCSDA Report** – None.

**CSRMA Report** – None.

**Board Member Vacation Dates** – None.

**Future Agenda Items** – None.

**Adjournment** There being no further items to discuss, President Moorhouse adjourned the meeting at 6:05 p.m.

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Jeff Moorhouse  
President

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Lin Graf  
Secretary

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Mike Modugno  
President Pro-Tem

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Gerald Velasco  
Secretary Pro-Tem

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Michael Damron  
Treasurer