

**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 **September 18, 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 submitted.

Minutes of the August 7, 2007 Board Meeting: The following corrections were made to the August 7, Minutes: On page 4, General Manager said on the second line of the second paragraph from the bottom of the page, the sentence should have ended with \$41,000 *per parcel*. A correction was made on page 5, second paragraph from the bottom of the page, 6th line, delete “happed” and replace it with the word *happened*. General Manager said the following was not a change, but a clarification on page four, first paragraph. Mr. Bauer was talking about each zone voting independently. General Manager said that concept is clearly expressed in Resolution R-202, and what Mr. Bauer meant was votes would be tabulated on an individual zone by zone basis, and if one zone, e.g. Rincon Point, does not vote in favor of the assessment district, that zone would be carved out of the assessment district before it is formed. Director Horwitz made a motion that the Board approve the minutes of the August 7, 2007 Board Meeting as amended; Director Damron seconded the motion, and the motion

passed by a 3-0 vote. Directors Treloar and Graf abstained from voting, due to being absent from the meeting.

Public Forum. None

SWRCB Grant Award – South Coast Beach Communities Septic to Sewer Project.

General Manager said this item was for the Board's information. General Manager said in January 2007 the District submitted a grant application to the State Water Resource Control Board (SWRCB) on behalf of property owners at Rincon Point, Sandyland Cove and Sand Point Road communities. A total of approximately \$2.1M was requested through the SWRCB's Clean Beaches Initiative grant program, which would provide 25% supplemental funding for the South Coast Beach Communities Septic to Sewer Project. General Manager said on September 4, 2007, the SWRCB held a meeting in Sacramento, where they heard this item. The State Board passed a resolution approving a grant award of \$2,156,750 from Proposition 84 CBI funds for the project. General Manager said he and President Moorhouse attended the meeting in support of the District's application. General Manager said the State Board received several letters from people protesting the grant award. General Manager said he was pleased to report that the State Board voted unanimously in favor of the grant. General Manager said the actual grant contract between the District and the State would come back to the Board at a future Board Meeting.

Director Treloar asked if there were any conditions attached to the grant. General Manager said there were conditions that went along with the grant. General Manager said he, along with Legal Counsel, had taken a look at the grant guidelines and draft contract in great detail. General Manager said there was a long list of conditions. One condition added by the SWRCB was that the assessment district had to pass in order for this grant to go forward. General Manager said the grant was proportionate, and if one area did not pass, the grant would be proportioned for the other areas.

Change Order No. 1 – Cash Contract No. 331 Insituform Technologies, Inc.

General Manager reported that Insituform Technologies was making progress on the Collection System Rehabilitation Project. General Manager said the total contract with Insituform was \$888,173, based on approximately 12,000 linear feet of sewer pipeline rehabilitation. General Manager said a portion of the work was done by a company called MoCon and included trenchless pipebursting. General Manager said MoCon had completed their part of the work. Insituform is still working on their part of the project, and General Manager said overall the project is proceeding very well.

General Manager said based on Insituform's performance and the favorable unit pricing in the original contract, District staff asked that an additional 3,761 linear feet of pipeline rehabilitation be added into the construction contract. General Manager said Change Order No. 1 would increase the contract price by \$248,229, making the revised total \$1,136,393. General Manager said the total was within the currently allocated budget for this project and Insituform would not require any additional time to complete the extra work. General Manager said some six-inch pipe would be added on Walnut Street, and some eight-inch pipe would be added on Walnut, Yucca and a few sections on Arbol Verde. General Manager said some ten-inch pipe would be added at Sixth and Linden. General Manager said the twenty-one inch pipe would be lined between Linden and the District's Lift Station No. 1.

General Manager said there were very few problems to report with the work that had been done to date on the rehabilitation project. General Manager said one problem was calcium and mineral deposits that had formed inside the pipe, sometimes at the joints and

sometimes at the joints and pipes. General Manager said in some places scale had built up inside the pipe along the entire length of the pipe. General Manager said staff knew this from the TV inspections, but it was not known how difficult it would be to remove the deposits. General Manager said the contractors had enough information up front, so they were aware of what they were up against, but they were struggling to remove the calcium. General Manager said the deposits come from the hard water from the shallow ground water that is mineralized. General Manager said the clay pipe is porous, so the water weeps through and forms mineral deposits inside the pipe.

General Manager said it was staff's recommendation that the Board approve Change Order No. 1 to Cash Contract No. 331 with Insituform Technologies, amending the contract price to \$1,136,393.

Director Treloar asked why add a change order to the existing contract, rather than coming back next year or the year after with a new contract. General Manager said the District got very favorable pricing, and Insituform was here and mobilized. General Manager said the District was benefiting from adding to the existing contract and not waiting. Director Damron made a motion that the Board approve Change Order No. 1 to Cash Contract No. 331 with Insituform Technologies, amending the contract price to \$1,136,393; Director Graf seconded the motion, and the motion passed by a 5-0 vote.

CSDA 2007 Board Election. President Moorhouse said this item was the California Special Districts Association's Board of Director election. President Moorhouse said terms were for three years and run from September to September. Currently, one seat is open in Region 5. The Carpinteria Sanitary District is a part of Region 5. President Moorhouse said four candidates were presented to the Board to consider for the open seat on the CSDA's Board of Directors. President Moorhouse said the person who was local that has represented the Carpinteria Sanitary District for many years, was Mr. John Fox and he was not opposed to voting for him. Director Treloar made a motion that the Board vote for John Fox to serve a three-year term on the CSDA's Board of Directors; Director Graf seconded the motion, and the motion was approved by a 5-0 vote.

Board Workshop Planning. President Moorhouse said this item had been tabled from an earlier Board Meeting in order that all Board Members could be present for discussion. General Manager said this was item the Board talked about doing, following the last workshop in January 2005. General Manager said he contacted Chuck Beesley, the consultant who facilitated the workshop in January 2005 to see if he would be available and interested in facilitating another workshop. General Manager said this item was placed on the agenda to get feedback from the Board to see if this was something the Board thought would be meaningful and worthwhile, and also to see if there were topics the Board could start to develop to talk about in this setting.

Director Damron asked if the workshop in January 2005 was an all-day workshop. President Moorhouse said it basically was an all-day workshop with communication and an interview by Mr. Beesley with the Board Members prior to the workshop. Director Damron said the last one seemed to be beneficial. Director Graf said he thought the workshop should revisit where the January 2005 workshop left off, and then add topics.

Director Horwitz said she would like to see the Board define responsibilities of a Board Member on a committee, and reporting information from committee meetings back to the other Board Members to keep the entire Board informed. President Moorhouse said there were two Board Members on a committee, and they are restricted from talking to a third Board Member until it's reported on an agenda, due to the Brown Act.

Director Horwitz said she also would like to know what a Board Member's fiscal responsibility was and how should it be monitored. Director Graf said the whole subject of committees could be one topic – the function and role of a committee.

General Manager suggested moving the committee reports up on the regular agenda. General Manager said he was not personally familiar with other agencies' use of committees and what their roles are, with the exception being engineering committees.

Director Treloar said on every agenda there are committee reports and we ask for a report and the report we get is we didn't meet or we're going to meet next week. Director Treloar said the rest of the Board does not know what the committee is doing until something comes up for Board action. Director Treloar said he's like to get more information before having to vote, but in a manner that complies strictly with Brown Act requirements.

President Moorhouse said it would be interesting to learn how other agencies deal with committee assignments and reports from committees. President Moorhouse said it could be something as simple as attaching supporting documents of committee meetings that enable other Board Members to learn about what happens. President Moorhouse asked why the committees report verbally on each agenda.

Legal Counsel said the committee reports are verbal because committees meet a day before or day after a regular meeting. Legal Counsel said if the Board had a committee meeting a week or two before a Board Meeting, a written report could be provided.

Director Treloar asked about some State legislation related to providing the public with Board agenda packet attachments the Board receives prior to a meeting. Legal Counsel said it was a policy issue and not a legal issue. Legal Counsel said if there were written reports, it would involve more administrative and staff time.

Legal Counsel said the legislation that Director Treloar was referring to was the one sitting on the Governor's desk, and if signed would take affect in July, 2008 relative to providing information on agenda packets. Legal Counsel said the meeting location for the workshop would have to be within the District's boundaries.

Director Graf said another topic he would also like to see would be how other districts handle legislative issues. Director Graf said more and more issues are coming up, especially with AB32, and the District and Board need to be kept informed.

General Manager said he would like to suggest some time be spent in the workshop on long-range planning, what are some big things coming up, where the District fits in, and how do they affect the District's rate models.

The Board discussed possible dates for a workshop. Direction was given to General Manager to check with Mr. Beesley and coordinate a workshop outline and date with Mr. Beesley and the Board Members. General Manager said he would bring this item back to the Board after he talked with Mr. Beesley.

General Manager's Status Report: Report on Septic to Sewer Informational Workshop - Last week, September 13, 2007, an informational workshop was held and all the property owners that reside within the assessment district area were invited. About 60 people attended. General Manager said the District's panel included two environmental health department officials from Ventura and Santa Barbara counties. A fifty minute panel presentation was followed by a question and answer session. General Manager said the people that asked questions and made comments were primarily from an opposition viewpoint. General Manager said there were media present, with cameras set up and one reporter from *The New York Times*. General Manager said staff would continue to work with those property owners who have questions; **Staff Recruitment Status Report** - The District has extended an employment offer to a candidate for the Safety and Training Officer position. General Manager said he had a meeting on Friday with the candidate and would

report back to the Board; **Integrated Regional Water Management Plan Update** – General Manager said the process continues and the agencies are moving forward to prepare Step 2 of the grant application. General Manager said there were four other entities that were vying for approximately \$65M in the southern California area. General Manager said the consultant the agencies have been working with submitted a proposal to prepare Step 2 of the grant application. General Manager said a Memorandum of Understanding would come to the Board. General Manager said a meeting is scheduled to talk about the MOU with the agencies and consultant on September 20th; **CASA Annual Conference Report** – General Manager said he was deferring this to President Moorhouse who would report later on the CASA Annual Conference; **SAMA Meeting Report** – General Manager said the meeting was held here at the Carpinteria Sanitary District this month, and reported Mike Goldman, from the APCD was the guest speaker. General Manager said there was a good turnout for the meeting. General Manager said Mr. Goldman talked about some State air pollution measures that will affect the District; **Annual Independent Audit Update** - The annual audit is complete and Financial Statements have been received from Teaman, Ramirez & Smith. Mr. Rich Teaman is scheduled to present the financials and his audit findings on November 6th; **Operations Update** – The treatment plant is operating well with no overflows. The District has some issues in getting the Vac-Con retrofit done and is looking for alternatives. General Manager said the vandalism at Lift Station No. 2 has continued with the fence being torn down, and staff is looking into other security measures. General Manager said a police report was filed on the latest vandalism. General Manager said Eddie Saenz and he attended a training session at El Estero WWTP on Sewer System Management Plan development. General Manager said new pump control equipment is being replaced at the plant. The SCADA system for the pump station monitoring is working well. General Manager said the lift station was delivered today for the Mission Terrace Estates development.

Board Committee Reports.

Finance Committee – Committee Chairperson, Director Horwitz reported the Finance Committee would be meeting on Thursday, September 20th.

Personnel Committee – Did not meet.

Public Relations Committee. Did not meet.

Board General Items - CASA Legislative Committee Report- President Moorhouse attended the 52nd Annual CASA Conference in San Diego, along with General Manager. President Moorhouse reported on the following sessions he attended: Wednesday – Icebreaker Reception. President Moorhouse said many issues and legislative items were discussed that would affect both districts; Thursday – President Moorhouse reported he attended three morning forums and the Opening Conference Luncheon. President Moorhouse said after lunch he attended several more hours of seminars including “Criminal Liability Under the Clean Water Act”; Friday – State Legislative Committee meeting, followed by the Federal Legislative and Liaison Committee meeting. President Moorhouse said he attended several seminars in the afternoon which included a presentation from U.S. Congressman Brian Bilbray (San Diego). Also 2007 CASA Achievement Awards were announced. The evening concluded with the President’s Reception; Saturday – The morning consisted of a summary of legislative items along with CASA committee reports. General

Manager Kamil Azoury from the Goleta Sanitary District was elected 2007/2008 CASA President.

President Moorhouse said it was a good conference because of the level of information provided and the different seminars presented.

Future Agenda Items – Board Workshop

Adjournment. There being no further items to discuss, President Moorhouse adjourned the meeting at 6:30 p.m.

Michael Damron
Secretary

Lin Graf
President Pro-Tem

Patricia Horwitz
Treasurer

Jeff Moorhouse
President

Douglas Treloar
Secretary Pro-Tem