

**MINUTES OF THE SPECIAL MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
January 10, 2017**

These are the **minutes** of the **special** 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 special meeting on **January 10, 2017**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California. The agenda notice for this meeting was posted in the front window of the administrative office of the Carpinteria Sanitary District and on the District's website at least 24 hours in advance of the meeting.

I. CALL TO ORDER

President Graf called the meeting to order at 5:30 p.m. and noted for the record that all Directors were present.

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

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

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

Public Present: None

II. PLEDGE OF ALLEGIANCE

President Graf led those present in the Pledge of Allegiance.

III. PUBLIC FORUM

None

I. BOARD APPROVAL OF MINUTES OF THE MEETINGS OF December 6, 2016

Director Damron made a motion, seconded by Director Velasco that the Board approve the Minutes of the December 6, 2016 Regular Board meeting as submitted. The motion carried by the following vote:

AYES:	5	Velasco, Moorhouse, Damron, Graf, Modugno
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

II. MATTERS BEFORE THE BOARD

A. GENERAL REPORTS:

1. General Manager's Status Report

General Manager reviewed his written report regarding the following items:

- Emergency Force Main Repair
- Aeration Blower Project Update
- Operations Update

2. Contract Document Acceptance and Authorization to Solicit Bids – Plum/Pear Sewer Replacement Project

General Manager reviewed his staff report related to contract document acceptance and authorization to solicit bids for the Plum/Pear Sewer Replacement Project. The Project involves replacement of approximately 1,600 feet of existing 10-inch diameter sewer main with 16-inch HDPE pipe using the pipebursting method. If approved and authorized for bidding, a public advertisement and bid process will be undertaken.

Director Velasco made a motion, seconded by Director Damron that the Board accept the 100% complete Contract Documents for the Plum/Pear Sewer Replacement Project and that authorization be given to advertise and solicit bids for construction. The motion carried by the following vote:

AYES:	5	Graf, Moorhouse, Damron, Modugno, Velasco
NOES:	0	None.
ABSENT:	0	None.
ABSTAIN:	0	None

3. Amendment No. 2 to Cash Contract No. 418 – MNS Engineers – Aerobic Digester Replacement Project Construction Management

General Manager reviewed his staff report related to Amendment No. 2 to Cash Contract No. 418 with MNS Engineers for the Aerobic Digester Replacement Project Construction Management. If approved, Amendment No. 2 would increase the approved contract price by \$15,000 making the revised total \$630,330.

Director Moorhouse made a motion, seconded by Director Graf that the Board approve Amendment No. 2 to Cash Contract No. 418 with MNS Engineers as presented. The motion carried by the following vote:

AYES:	5	Velasco, Graf, Moorhouse, Damron, Modugno
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

4. Cash Contract No. 444 – Cushman Contracting Corporation – Aeration Blower Installation Project

General Manager reviewed his staff report related to Cash Contract No. 444 between the District and Cushman Contracting Corporation, for the Aeration Blower Installation Project. If approved, Cash Contract No. 444 would engage Cushman Contracting Corporation based on their proposed price of \$158,000. A revised contract was distributed containing minor language changes as recommended by District Legal Counsel. This contracting process followed the District's California

Uniform Construction Cost Accounting Act program.

Director Velasco made a motion, seconded by Director Modugno that the Board approve Cash Contract No. 444 between the District and Cushman Contracting Corporation for the Aeration Blower Installation Project, dated January 10, 2017. The motion carried by the following vote:

AYES:	5	Velasco, Moorhouse, Damron, Graf, Modugno
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

5. Cash Contract No. 445 – Merritt Smith Consulting – Recycled Water Project Support Services

General Manager reviewed his staff report related to Cash Contract No. 445 between the District and Merritt Smith Consulting, for support services related to the Recycled Water Project. If approved, Cash Contract No. 445 would engage Merritt Smith Consulting based on their proposed price of \$10,000.

Director Damron made a motion, seconded by Director Velasco that the Board approve Cash Contract No. 445 between the District and Merritt Smith Consulting, dated January 10, 2017. The motion carried by the following vote:

AYES:	5	Velasco, Moorhouse, Damron, Graf, Modugno
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

6. Carpinteria Valley Recycled Water Program

General Manager said that this item was on the agenda as requested by the Board for the purpose of providing regular updates related to the Carpinteria Valley Recycled Water Program.

General Manager provided a brief report on the current status of the Recycled Water Program.

No action was taken.

7. 2017 CASA Washington D.C. Conference

President Graf said this item was on the agenda as an informational item for any Board member who might want to attend the 2017 CASA Washington D.C. Conference to be held in Washington D.C. on February 27- March 1, 2017. President Graf suggested that any interested Board member contact the Office Manager/Board Clerk.

No action was taken.

IV. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

Director Moorhouse reported on meeting held December 19, 2016.

Standing Personnel Committee

Director Damron reported on meeting held December 21, 2016

Standing Public Relations Committee

None

Standing Utilities Committee

None.

Ad-Hoc Facilities Planning Committee

None.

B. GENERAL ITEMS

CASA Legislative Committee Report

Director Moorhouse reported on the upcoming legislative agenda.

LAFCO Report (Jeff Moorhouse)

None.

SBCSDA (Santa Barbara California Special Districts Association) Report

None

CSRMA Report (Jeff Moorhouse)

None

Board Member Vacation Dates

None.

Future Agenda Items

None

III. ADJOURNMENT

There being no further items to discuss, President Graf adjourned the meeting at 6:17 p.m.

Lin Graf
President

Mike Modugno
President Pro-Tem

Michael Damron
Secretary

Gerald Velasco
Secretary Pro-Tem

Jeff Moorhouse
Treasurer