

**MINUTES OF THE REGULAR MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
February 2, 2016**

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 **February 2, 2016**, 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 72 hours in advance of the meeting.

**I. CALL TO ORDER**

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

Directors Present:     Gerald Velasco – President  
                              Lin Graf – President Pro-Tem  
                              Jeff Moorhouse – Treasurer  
                              Mike Modugno – Secretary  
                              Mike Damron – 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 Velasco led those present in the Pledge of Allegiance.

**III. BOARD APPROVAL OF AGENDA**

President Velasco asked if there were any modifications and/or changes to the agenda. Hearing none, the agenda was approved as submitted.

**IV. BOARD APPROVAL OF MINUTES OF THE MEETINGS OF January 5, 2016 and January 15, 2016**

Director Moorhouse made a motion, seconded by Director Damron that the Board approve the Minutes of the January 5, 2016 Regular Board meeting and January 15, 2016 Special Board meeting as submitted. The motion carried by the following vote:

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

**V. PUBLIC FORUM**

None

## VI. MATTERS BEFORE THE BOARD

### 1. General Manager's Status Report

General Manager reviewed his written report regarding the following:

- Quarterly Incident Report
- ASHT Replacement Project Update
- Continuing Disclosure Annual Reports
- ASCE Meeting Report
- CASA Conference Report
- Operations Update

### 2. Santa Claus Lane Crossing Emergency Repairs Update – Continuation of Emergency Action

General Manager provided an overview of the emergency action and current situation. Emergency response measures are continuing. Cushman Contracting is working toward planning, layout design, pricing and other preparatory activities to replace the failed line. Stantec was engaged to provide engineering design support, survey and other critical services. District staff continues outreach to residents and businesses in the area.

Director Moorhouse made a motion, seconded by Director Graf that the Board continue the emergency action initially authorized on January 5, 2016 via Resolution No. R-289 and authorize the District's General Manager to continue to proceed with remedial work necessary to address the ongoing emergency conditions including expenditure of funds as necessary. The motion carried by the following roll call vote:

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

### 3. Amendment No. 3 to Cash Contract No. 391 – Kennedy/Jenks Consultants – Plum Pear Sewer Replacement Project

General Manager reviewed his staff report related to Amendment No. 3 to Cash Contract No. 391 between the District and Kennedy/Jenks Consultants for traffic control engineering necessary for the Plum Pear Sewer Replacement Project. If approved, Amendment No. 3 to Cash Contract No. 391 would result in a \$8,000 fee amendment making the revised contract amount \$161,255. The contract performance period would be extended through June 2016.

Director Moorhouse made a motion, seconded by Director Graf that the Board approve Amendment No. 3 to Cash Contract No. 391 between the District and Kennedy/Jenks Consultants as presented. The motion carried by the following vote:

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

**4. As-Needed Engineering Contract – Stantec – Civil Engineering Services**

General Manager reviewed his staff report related to ratifying an Agreement for As-Needed Engineering Services between the District and Stantec. An updated professional services agreement, for a three year period, allowing the District to utilize Stantec for technical engineering consulting services on an as-needed basis was attached for consideration.

Director Graf made a motion, seconded by Director Modugno that the Board ratify the Agreement for As-Needed Engineering Services between the Carpinteria Sanitary District and Stantec, Dated February 2, 2016. The motion carried by the following vote:

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

**5. Proposed Termination of Cash Contract No. 422 – Bartlett, Pringle & Wolf, LLP. – Professional Audit Services**

General Manager reviewed his staff report related to considering a proposal to terminate Cash Contract No. 422 between the District and Bartlett, Pringle & Wolf, LLP.

Director Moorhouse noted for the record that the Finance Committee had reviewed this item.

After Board discussion, Director Moorhouse made a motion, seconded by Director Graf that (1) in accordance with the January 26, 2016 request letter from Bartlett, Pringle and Wolf, the Board hereby releases Bartlett, Pringle and Wolf from its obligations under Cash Contract No. 422 thereby terminating the contract and (2) the District will pay Invoice No. 100652 in the amount of \$5,132 as agreed upon full and final payment to Bartlett, Pringle and Wolf under Cash Contract No. 422. The motion carried by the following vote:

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

**6. Resolution No. R-291 – Resolution of the Board of Directors of the Carpinteria Sanitary District Setting Compensation for Days of Service by Board Members, Reimbursement of Board Member Expenses, Providing for Ethics Training and Related Matters**

General Manager reviewed his staff report related to Resolution No. R-291 – Resolution of the Board of Directors of the Carpinteria Sanitary District Setting Compensation for Days of Service by Board Members, Reimbursement of Board Member Expenses, Providing for Ethics Training and Related Matters. The primary change from the prior resolution is that per diem compensation for Board member attendance at committee meetings and certain other meetings or events beneficial to the agency would be increased from \$50 to \$100. If authorized, Resolution No. R-291 would repeal Resolution No. R-176.

Director Graf noted for the record that the Finance Committee had reviewed this item.

Director Graf made a motion, seconded by Director Damron that the Board adopt Resolution No. R-291 as presented. The motion carried by the following roll call vote:

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

**7. Ad-Hoc Facilities Planning Committee**

General Manager reviewed his staff report related to the Ad-Hoc Facilities Planning Committee.

President Velasco re-established the Ad-Hoc Facilities Planning Committee with Director Damron and Director Modugno continuing as committee members.

**VII. BOARD ITEMS**

**A. COMMITTEE REPORTS**

Standing Finance Committee

Director Moorhouse reported on the meeting held January 29, 2016

Standing Personnel Committee

None

Standing Public Relations Committee

None

Standing Utilities Committee

None.

Ad-Hoc Facilities Planning Committee

None.

**B. GENERAL ITEMS**

CASA Legislative Committee Report

Director Moorhouse, Director Graf and President Velasco reported on their attendance at the CASA Conference.

LAFCO Report (Jeff Moorhouse)

Director Moorhouse reported on the recent election

SBCSDA (Santa Barbara California Special Districts Association) Report

None.

CSRMA Report (Jeff Moorhouse)

None.

Board Member Vacation Dates

None.

Future Agenda Items

None

**VIII. ADJOURNMENT**

There being no further items to discuss, President Velasco adjourned the meeting at 6:27 p.m.

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Gerald Velasco  
President

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Lin Graf  
President Pro-Tem

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Mike Modugno  
Secretary

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Michael Damron  
Secretary Pro-Tem

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Jeff Moorhouse  
Treasurer