

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
February 7, 2017**

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 7, 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 72 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: Sudhir Pardiwala – Raftelis Financial Consultants

II. PLEDGE OF ALLEGIANCE

President Graf led those present in the Pledge of Allegiance.

III. BOARD APPROVAL OF AGENDA

President Graf 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 10, 2017 and January 24, 2017

Board Clerk noted one change to the minutes of January 10, 2017. Page 2, Section II, Item A2, second paragraph, first sentence; *Plum/Par* should be changed to *Plum/Pear*.

Director Damron made a motion, seconded by Director Modugno that the Board approve the Minutes of the January 10, 2017 Special Board meeting as modified. The motion carried by the following vote:

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

Director Damron made a motion, seconded by Director Velasco that the Board approve the Minutes of the January 24, 2017 Special Board meeting as submitted. The motion carried by the following vote:

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

V. PUBLIC FORUM

None

VI. MATTERS BEFORE THE BOARD

A. GENERAL REPORTS:

1. General Manager's Status Report

General Manager reviewed his written report regarding the following items:

- Quarterly Incident Report
- CWEA Tri-Counties Section Awards
- CASA Winter Conference Report
- Aeration Blower Project Update
- Ninth Street Lateral Replacement
- Operations Update

2. 2017 Rate and Fee Study

General Manager introduced Sudhir Pardiwala from Raftelis Financial Consultants (RFC). General Manager said the District was working with RFC on a comprehensive financial study and fiscal model for the purpose of updating the District's sewer service charges and other fees assessed for service.

Mr. Pardiwala gave a Power Point presentation to the Board, staff and Legal Counsel that included: Key Assumptions; CIP Expenses; Capital Financing Plan; Revenue Adjustments; Adjustments and Dept Coverage; Reserves Balance; Cost of Service Analysis; Proposed Rate Structure; Proposed Rate; Customer Impacts; Development Impact Fees.

After Mr. Pardiwala's presentation, the Board was given an opportunity to ask questions. Discussion was held by the Board, staff, Legal Counsel and RFC regarding residential and non-residential sewer service charges. The Board directed the project team to augment target reserve levels to include funds associated with the District's CalPERS retirement program unfunded liability. There was support to maintain a "pay as you go" approach for upcoming capital improvements.

Next steps include updating the model to reflect Board input, coordination of the 218 Hearing and public outreach.

3. 25kW Portable Generator Purchase – New CIP Project Authorization for FY 2016/17

General Manager reviewed his staff report related to procurement of a MQ Multiquip 25kW generator and authorizing purchase as a new Capital Improvement Project for FY 2016/17.

The District would leverage its membership in the National Joint Powers Alliance to procure the generator. A price quotation from Quinn, based on the NJPA pricing of \$22,488.70 plus applicable sales tax, was attached for review. If approved, this procurement would be added to the list of approved CIP projects for the current fiscal year.

Director Moorhouse made a motion, seconded by Director Damron that the Board authorize the procurement of a 25kW MQ Multiquip portable generator form Quinn Power Systems through the NJPA cooperative purchase contract. The motion carried by the following vote:

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

4. Cash Contract No. 446- GeoSolutions, Inc. – Administration Building Replacement Project

General Manager reviewed his staff report related to Cash Contract No. 446 between the District and GeoSolutions, Inc. for geotechnical services related to the Administration Building Replacement Project. If approved, Cash Contract No. 446 would engage GeoSolutions, Inc. based on their proposed price of \$11,200.

Director Damron made a motion, seconded by Director Velasco that the Board approve and execute Cash Contract No. 446 with GeoSolutions, Inc. for geotechnical services with a not to exceed contract amount of \$11,200. The motion carried by the following vote:

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

5. Direct Payment Dental/Vision Plan Modifications

General Manager reviewed his staff report related to proposed changes to the District's Direct Payment Dental/Vision Plan. Staff members presented the proposed modifications to the Board Personnel Committee. The committee supported the proposed program changes. If approved, the changes would allow residual funds to carry over from year to year with a maximum accrual cap of \$5,000.

Director Moorhouse made a motion, seconded by Director Damron that the Board approve the updated Direct Payment Dental/Vision Plan dated February 7, 2017 , to be effective on July 1, 2017, as proposed. The motion carried by the following vote:

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

6. California Association of Sanitation Agencies – Board of Directors Call for Nominations

President Graf said this item was on the agenda to allow the Board to discuss and act on a nomination, if appropriate.

No Board action was taken on this item.

7. 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 Board action was taken on this item.

VII. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

Director Moorhouse reported on the meeting held January 17, 2017.

Standing Personnel Committee

None.

Standing Public Relations Committee

Director Modugno reported on the meeting held February 2, 2017.

Standing Utilities Committee

None.

Ad-Hoc Facilities Planning Committee

None.

B. GENERAL ITEMS

CASA Legislative Committee Report

Director Moorhouse reported on the upcoming DC Conference and the Sacramento Public Policy Forum.

LAFCO Report (Jeff Moorhouse)

None.

SBCSDA (Santa Barbara California Special Districts Association) Report

Director Moorhouse reported on the Board election.

CSRMA Report (Jeff Moorhouse)

None

Board Member Vacation Dates

None.

Future Agenda Items

Unfunded CalPERS liability.

I. ADJOURNMENT

There being no further items to discuss, President Graf adjourned the meeting at 7:22 p.m.

Lin Graf
President

Mike Modugno
President Pro-Tem

Michael Damron
Secretary

Gerald Velasco
Secretary Pro-Tem

Jeff Moorhouse
Treasurer