

**MINUTES OF THE REGULAR MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
April 4, 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 **April 4, 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:       None

**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 March 7, 2017 and March 8, 2017**

Director Moorhouse made a motion, seconded by Director Damron that the Board approve the minutes of the March 7, 2017 Regular Board meeting and the minutes of the March 8, 2017 Special Board meeting as submitted. The motion carried by the following vote:

AYES:	5	Modugno, Damron, Graf, Velasco, Moorhouse
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
- Aeration Blower Project Update
- CSRMA Training
- Administration Building Replacement Project
- Chemical Bids
- 3230 Beach Club Road Annexation
- CSMFO Meeting
- CSRMA Long Range planning
- Operations Update

**2. Draft Wastewater Rates and Fees Study Report – Confirmation of Proposed Rate and Fee Structure (FY 2017/18 to FY 2021/22)**

General Manager reviewed his staff report related to the District's Draft Wastewater Rates and Fees study report prepared by Raftelis Financial Consultants. General Manager noted that there were typographical errors within the study related to the year in which the rate will become effective. If adopted, the new rates and fees will become effective July 1, 2017 not 2018. The Draft Report will be corrected before general release.

If approved, at the Board's next regular meeting on April 18<sup>th</sup>, an item to authorize distribution of notices to taxpayers referred to as Prop 218 notices will be considered.

Director Damron made a motion, seconded by Director Velasco that the Board grant preliminary approval of the proposed rate and fee structure presented in the Draft Wastewater Rate and Fees Study Report prepared by RFC. The motion carried by the following vote:

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

**3. Cash Contract No. 449- Mac Brown Excavating, Inc. – Lateral Replacements Project**

General Manager reviewed his staff report related to Cash Contract No. 449 between the District and Mac Brown Excavating, Inc. for replacement of five lower laterals throughout the District. If approved, Cash Contract No. 449 would engage Mac Brown Excavating, Inc. based on their proposed price of \$28,450.

Director Damron made a motion, seconded by Director Velasco that the Board approve and execute Cash Contract No. 449 with Mac Brown Excavating, Inc. for lateral replacements 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

**4. CWEA Statewide Awards**

General Manager reviewed his staff report related to the CWEA Statewide Awards. The District was selected to receive the California Water Environment Association Plant of the Year (Small) Award and the Collection System of the Year (Small) Award for 2016.

No Board action was taken on this item.

**5. Personal Device Communications Subject to California Public Records Act**

District Legal Counsel provided the Board and staff with an overview of the California Supreme Court decision issued in the case of the City of San Jose vs. Superior Court of Santa Clara County and Ted Smith. In short, this ruling states that public records on the personal devices of public employees, including board members, must be disclosed in accordance with current Public Records Act requirements.

No Board action was taken on this item.

**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 said that staff was coordinating a meeting with CVWD staff to progress the MOU process.

No Board action was taken on this item.

**VII. BOARD ITEMS**

**A. COMMITTEE REPORTS**

Standing Finance Committee

Director Moorhouse reported on the meeting held March 20, 2017.

Standing Personnel Committee

Director Damron reported on the meeting held April 4, 2017.

Standing Public Relations Committee

Director Modugno reported on the meeting held April 4, 2017.

Standing Utilities Committee

None.

Ad-Hoc Facilities Planning Committee

None.

**B. GENERAL ITEMS**

CASA Legislative Committee Report  
None.

LAFCO Report (Jeff Moorhouse)  
None.

SBCSDA (Santa Barbara California Special Districts Association) Report  
None.

CSRMA Report (Jeff Moorhouse)  
None.

Board Member Vacation Dates  
Graf 4/18 meeting.

Future Agenda Items  
None.

**I. ADJOURNMENT**

There being no further items to discuss, President Graf adjourned the meeting at 6:32 p.m.

\_\_\_\_\_  
Lin Graf  
President

\_\_\_\_\_  
Mike Modugno  
President Pro-Tem

\_\_\_\_\_  
Michael Damron  
Secretary

\_\_\_\_\_  
Gerald Velasco  
Secretary Pro-Tem

\_\_\_\_\_  
Jeff Moorhouse  
Treasurer