

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
April 19, 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 **April 19, 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 April 5, 2016

Director Moorhouse made a motion, seconded by Director Damron that the Board approve the Minutes of the April 5, 2016 Regular 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:

- Certificate of Achievement for Excellence in Financial Reporting
- Treatment Plant Visits
- 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. Existing sewer lines were connected to the newly installed lines. Site restoration is underway with work projected to be complete the first week of May.

Director Damron made a motion, seconded by Director Modugno 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. Aerated Sludge Holding Tank Replacement Project Acceptance and Approval of Notice of Completion

General Manager reviewed his staff report related to Acceptance and Approval of Notice of Completion for the Aerated Sludge Holding Tank Replacement Project. Nine change orders, approved by the District Board of Directors, resulted in a revised contract amount of \$5,510,135. A Stop Payment Notice in the amount of \$152,245.50 was received by the District. Cushman Contracting submitted a Stop Notice Release Bond. The document, reviewed by District legal counsel, was determined to provide satisfactory coverage for the District. If approved, after the prescribed 35-day waiting period, and provided that no other legitimate stop notices or claims are received by the District, the General Manager will release the retention funds to Cushman Contracting and will exonerate applicable bonds within the statutory timeframes.

Director Moorhouse made a motion, seconded by Director Damron that the Board accept the Aerated Sludge Holding Tank Replacement Project, authorize filing and recordation of a Notice of Completion, and approve release of retention and applicable bonds in accordance with the contract. The motion carried by the following vote:

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

4. Cash Contract No. 436 – National Plant Services, Inc. – Trenchless Lateral Lining

General Manager reviewed his staff report related to Cash Contract No. 436 between the District and National Plant Services, Inc. for trenchless lateral lining for three residences in the Arbol Verde neighborhood. If approved, Cash Contract No. 436 would engage National Plant Services, Inc. based on their proposed price of \$14,995. An amended version of the contract was distributed for review.

Director Damron made a motion, seconded by Director Modugno that the Board approve Cash Contract No. 436 between the District and National Plant Services, Inc., dated April 19, 2016 as modified and authorize the General Manager to execute the document on behalf of the District. The motion carried by the following vote:

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

5. Uniform Construction Cost Accounting Procedures

General Manager reviewed his staff report related participation in the California Uniform Construction Cost Accounting Procedures as set forth in Public Contract Code Section 22030.

After Board discussion, Director Damron made a motion, seconded by Director Graf that the Board pursue participation in the UPCCAA and direct staff to prepare the resolution and ordinance as required and return to the Board for further consideration. 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

6. Review and Discuss the Special Joint Meeting of the Carpinteria City Council, Carpinteria Sanitary District and Carpinteria Valley Water District

The Board discussed the joint meeting held on Monday, April 18th of the Carpinteria City Council, the Carpinteria Valley Water District, and the Carpinteria Sanitary District regarding the Carpinteria Valley Recycled Water Facilities Plan Draft Report.

No action was taken.

VII. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

Director Moorhouse reported on the meeting held April 18, 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

None.

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

Director Modugno suggested an item to report on the Disaster Training for Community Leaders event he attended and to discuss emergency planning in general.

VIII. CLOSED SESSION

Legal counsel, Anthony Trembley, led the Board in to closed session at 6:29 p.m. on the following agenda items:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION:

Per Government Code Section 54957. Title: General Manager.

CONFERENCE WITH LABOR NEGOTIATORS: Per Government Code Section 54957.6.

Agency designated representatives: Anthony Trembley, District Legal Counsel. Unrepresented employee: General Manager

IX. RECONVENE OPEN SESSION

A. CLOSED SESSION REPORT

President Velasco reconvened the open session at 6:43 p.m.

Legal counsel noted for the record that Mr. Murray was present during the first closed session item and was then excused for review of the second closed session item.

Legal counsel reported on the second closed session item. President Velasco appointed Directors Damron and Moorhouse as additional representatives on behalf of the District to meet with the General Manager. Future agendas will list Mr. Trembley, Director Damron and Director Moorhouse as agency designated representatives.

X. ADJOURNMENT

There being no further items to discuss, President Velasco adjourned the meeting at 6:44 p.m.

Gerald Velasco
President

Lin Graf
President Pro-Tem

Mike Modugno
Secretary

Michael Damron
Secretary Pro-Tem

Jeff Moorhouse
Treasurer