

**MINUTES OF THE REGULAR MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
June 21, 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 **June 21, 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 Director Modugno would be absent from tonight's meeting.

Directors Present:     Gerald Velasco – President  
                              Lin Graf – President Pro-Tem  
                              Jeff Moorhouse – Treasurer  
                              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 May 17, 2016**

Director Damron made a motion, seconded by Director Graf that the Board approve the Minutes of the May 17, 2016 Regular Board meeting as submitted. The motion carried by the following vote:

AYES:	4	Damron, Moorhouse, Graf, Velasco
NOES:	0	None
ABSENT:	1	Modugno
ABSTAIN:	0	None

**V. PUBLIC FORUM**

None

## VI. MATTERS BEFORE THE BOARD

### **A. GENERAL REPORTS:**

#### **1. General Manager’s Status Report**

General Manager gave an oral report regarding the following:

- SB163 (Hertzberg) Update
- Primary Clarifier
- Chemical Building – UCP-700
- SCADA Cleanup
- Blackbird Architect Meeting
- UCCAP Contractor List
- US101 Widening Project
- City of Carpinteria – Carpinteria Creek Bridge Project
- SAMA Meeting Report
- Operations Update

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

General Manager provided an overview of the emergency action and current situation. Emergency response measures have concluded and all emergency repairs have been completed to address the emergency condition.

Director Moorhouse made a motion, seconded by Director Graf that the Board terminate the emergency action related to the District’s Santa Claus Lane US 101 pipe replacement project in accordance with Public Contract Code Section 22050 (c)(3). The motion carried by the following roll call vote:

AYES:	4	Velasco, Moorhouse, Damron, Graf
NOES:	0	None
ABSENT:	1	Modugno
ABSTAIN:	0	None

#### **3. PUBLIC HEARING - Resolution No. R-296 – Sewer Service Charges on Assessor Rolls**

General Manager said that notice was published twice in the *Coastal View News* about tonight’s hearing and that Resolution No. R-296, according to state law, allows the District to place sewer service charges on the tax roll. A procedure text was provided to the Board President for conducting the hearing.

President Velasco opened the hearing and asked General Manager to call the roll. Answering “present” were Directors Graf, Moorhouse, Damron, and President Velasco. General Manager said there were four Board members present, and that met the 2/3’s quorum required by State law to adopt the resolution setting rates on the County Assessor’s Rolls.

President Velasco asked General Manager to file the Notice of Hearing and Proof of Publication of the hearing with the Secretary. General Manager delivered Proof of Publishing of the Notice of Hearing to Board Secretary Pro-Tem, Director Damron. President Velasco noted for the record there were no members of the public present. General Manager said there was no majority protest and President Velasco declared the hearing closed.

President Velasco asked for a motion on the resolution. Director Moorhouse made a motion, seconded by Director Graf that the Board adopt Resolution No. R-296 ordering the filing with the County Auditor of a report of sewer service charges for FY 2016/2017 to be placed on and collected by the County Assessor's Rolls. The motion carried by the following roll call vote:

AYES:	4	Velasco, Graf, Moorhouse, Damron
NOES:	0	None
ABSENT:	1	Modugno
ABSTAIN:	0	None

General Manager said the Resolution passed with the required 4/5's affirmative vote.

**4. Resolution No. R-297 – Setting Appropriations Limits for FY 2016/17**

Finance Director said Section 7910 of the Government Code required Special Districts to adopt a resolution each year to establish its appropriations limit for the following fiscal year. The appropriations limit represented the maximum amount that a municipal entity or other local governmental entity may collect from property tax revenue. Finance Director said the District's appropriations limit for FY 2016/2017 was \$3,778,618, and the projected property tax revenue for this period was \$566,500, well within the established limit.

Director Moorhouse made a motion, seconded by Director Damron that the Board adopt Resolution No. R-297 setting the appropriation limit for FY 2016/17 as presented. The motion carried by the following roll call vote:

AYES:	4	Velasco, Graf, Moorhouse, Damron
NOES:	0	None
ABSENT:	1	Modugno
ABSTAIN:	0	None

**5. Resolution No. R-298 – Adoption of the FY 2016/17 Annual Budget**

General Manager submitted for Board review and adoption the Fiscal Year 2016/17 Budget for the Carpinteria Sanitary District. General Manager thanked District staff and the Board Finance committee for their input. Finance Director, Hamid Hosseini, provided the Board with an overview of the Budget document and highlighted key information. General Manager reviewed the proposed capital improvement projects.

Director Moorhouse made a motion, seconded by Director Graf that the Board adopt Resolution No. R-298 adopting the Fiscal Year 2016/17 Budget as submitted with expenditures totaling \$7,439,500. The motion carried by the following roll call vote:

AYES:	4	Velasco, Graf, Moorhouse, Damron
NOES:	0	None

ABSENT: 1 Modugno  
ABSTAIN: 0 None

**6. 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. 4 to Cash Contract No. 391 between the District and Kennedy/Jenks Consultants for project permitting necessary for the Plum Pear Sewer Replacement Project. If approved, Amendment No. 4 to Cash Contract No. 391 would result in a \$10,000 fee amendment making the revised contract amount \$171,255. The contract performance period would be extended through September 2016.

Director Moorhouse made a motion, seconded by Director Damron that the Board approve Amendment No. 4 to Cash Contract No. 391 between the District and Kennedy/Jenks Consultants as presented. The motion carried by the following vote:

AYES: 4 Velasco, Graf, Moorhouse, Damron  
NOES: 0 None  
ABSENT: 1 Modugno  
ABSTAIN: 0 None

**7. Cash Contract No. 439 – FTI Services, Inc. – Server Replacement Project**

Legal Counsel noted for the record that Director Moorhouse would recuse himself from any participation, discussion or voting in this matter because of a business relationship with a principal of FTI. Director Moorhouse was absent from the room during this item.

General Manager reviewed his staff report related to Cash Contract No. 439 between the District and FTI Services, Inc. for certain professional services and hardware necessary for the Server Replacement Project. If approved, Cash Contract No. 439 would engage FTI Services, Inc. on a time and materials basis with a not to exceed contract amount of \$33,618.13.

Director Damron made a motion, seconded by Director Graf that the Board approve Cash Contract No. 439 between the District and FTI Services, Inc. for the Server Replacement Project. The motion carried by the following vote:

AYES: 3 Velasco, Damron, Graf  
NOES: 0 None  
ABSENT: 1 Modugno  
ABSTAIN: 0 None

**8. CSDA 2016 Board Election**

The Board reviewed and considered candidates for the CSDA 2016 Board Election.

President Velasco asked the Board if there were any recommendations to fill the open seat on the CSDA Board of Directors.

After Board discussion, Director Damron made a motion, seconded by Director Graf, that the Board vote for Jeff Hodge to serve a three-year term on the CSDA's Board of Directors. The motion carried by the following vote:

AYES: 4 Velasco, Graf, Moorhouse, Damron  
NOES: 0 None

ABSENT: 1 Modugno  
ABSTAIN: 0 None

**VII. BOARD ITEMS**

**A. COMMITTEE REPORTS**

Standing Finance Committee

Director Moorhouse reported on the meeting held June 20, 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 reported on Hertzberg SB163

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

**VIII. ADJOURNMENT**

There being no further items to discuss, President Velasco adjourned the meeting at 6:20 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