

**MINUTES OF THE SPECIAL MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
June 23, 2015**

These are the **minutes** of the **special** 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 special meeting on **June 23, 2015**, 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 24 hours in advance of the meeting.

**I. CALL TO ORDER**

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

Directors Present:     Mike Damron – President  
                              Gerald Velasco – President Pro-Tem  
                              Lin Graf – Treasurer  
                              Jeff Moorhouse – Secretary  
                              Mike Modugno – Secretary Pro-Tem

Staff Present:         Craig Murray – General Manager  
                              Hamid Hosseini – Finance Director  
                              Kim Garcia – Board Clerk  
                              Mark Bennett – Operations Manager

Legal Counsel  
Present:                 Anthony Trembley – Musick, Peeler & Garrett, LLP

Public Present:        None

**II. PLEDGE OF ALLEGIANCE**

President Damron led those present in the Pledge of Allegiance.

**III. BOARD APPROVAL OF MINUTES OF THE MEETING OF May 19, 2015**

Director Moorhouse made a motion, seconded by Director Modugno that the Board approve the Minutes of the May 19, 2015 Regular Board meeting as submitted. The motion carried by the following vote:

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

**IV. PUBLIC FORUM**

None

## V. MATTERS BEFORE THE BOARD

### 1. General Manager's Status Report

General Manager reviewed his written report regarding the following:

- ASHT Replacement Project Update
- Water Reuse Roundtable
- Plum/Pear Sewer Project Update
- SCAP Board of Directors Meeting Report
- SAMA Meeting Report
- NPDES Permit Renewal Process
- Operations Update

### 2. PUBLIC HEARING - Resolution No. R-281 – 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-281, 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 Damron opened the hearing and asked General Manager to call the roll. Answering "present" were Directors Modugno, Graf, Moorhouse, Velasco, and President Damron. General Manager said there were five 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 Damron 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, Director Moorhouse. President Damron noted for the record there were no members of the public present. General Manager said there was no majority protest and President Damron declared the hearing closed.

President Damron asked for a motion on the resolution. Director Graf made a motion, seconded by Director Modugno that the Board adopt Resolution No. R-281 ordering the filing with the County Auditor of a report of sewer service charges for FY 2015/2016 to be placed on and collected by the County Assessor's Rolls. The motion carried by the following roll call vote:

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

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

### 3. Resolution No. R-282 – Setting Appropriations Limits for FY 2015/16

General Manager 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. General Manager said the District's appropriations limit for FY 2015/2016 was \$3,552,001, and the projected property tax revenue for this period was \$531,800, well within the established limit.

Director Modugno made a motion, seconded by Director Velasco that the Board adopt Resolution No. R-282 setting the appropriation limit for FY 2015/16 as presented. The motion carried by the following roll call vote:

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

**4. Resolution No. R-283 – Adoption of the FY 2015/16 Annual Budget**

General Manager submitted for Board review and adoption the Fiscal Year 2015/16 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 Graf made a motion, seconded by Director Moorhouse that the Board adopt Resolution No. R-283 adopting the Fiscal Year 2015/16 Budget as submitted with expenditures totaling \$10,839,600. The motion carried by the following roll call vote:

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

**5. Resolution No. R-285 – Exception to 180-Day Wait Period Per Government Code Sections 7522.56 and 21224**

General Manager reviewed his staff report related to Resolution No. R-285. If adopted, Resolution No. R-285 would authorize employment of Janice Powell as a retired annuitant with an exception to the 180-day waiting period. Attached to the resolution was a copy of the employment agreement that the parties would enter into effective on July 1, 2015 to provide for continued service on a part-time basis.

Director Moorhouse made a motion, seconded by Director Graf that the Board adopt Resolution No. R-285 authorizing an exception to the 180-day wait period pursuant to Government Code Sections 7522.56 and 21224, providing for the appointment and employment of Janice Powell, a CalPERS retired annuitant, as District employee in the position of Safety and Training Officer, and approving the related employment agreement with Ms. Powell. The motion carried by the following roll call vote:

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

**6. Change Order No. 8 to Cash Contract No. 416 – Aerated Sludge Holding Tank Replacement Project**

General Manager reviewed his staff report related to Change Order No. 8 to Cash Contract No. 416 with Cushman Contracting Corporation for the Aerated Sludge Holding Tank Replacement Project. If

approved, Change Order No. 8 would result in an increase in the amount of \$24,288 making the revised total \$5,375,641. No change in contract time was proposed.

Director Moorhouse made a motion, seconded by Director Graf that the Board approve Change Order No. 8 to Cash Contract No. 416 with Cushman Contracting Corporation as presented. The motion carried by the following vote:

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

**7. Administration Building Replacement – Feasibility Study and Cost Estimate**

General Manager reviewed his staff report related to the Administration Building Feasibility Study and Cost estimate.

General Manager recommended that the Board accept the feasibility study and cost analysis and elect to pursue on of the following options: 1) construction of a new administration building or 2) rehabilitation/modification of the existing structure.

Director Moorhouse made a motion, seconded by Director Graf that the Board accept the Headquarters Building Feasibility Study and Cost Analysis and elect construction of a new administration building. The motion carried by the following vote:

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

**8. CalPERS Public Agency Review/Audit**

General Manager reviewed his staff report related to the CalPERS Public Agency Review/Audit. Only two minor findings were noted. The District's response was attached for review. The Final Public Agency Review for the District will be prepared and posted to the CalPERS website.

**9. CSDA 2015 Board Election**

The Board reviewed and considered candidates for the CSDA 2015 Board Election.

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

After Board discussion, President Damron tabled the item until the next regular meeting.

**10. 2015 CASA Annual Conference**

General Manager said this item was on the agenda to provide the Board with information related to the upcoming 2015 CASA Annual Conference.

**11. Treatment Plant Tour – ASHT Project Improvements**

President Damron recessed the meeting at 6:31 to the wastewater treatment plant for a walking tour. The meeting will reconvene immediately following the tour.

President Damron reconvened the meeting at 7:10 p.m.

## **VI. BOARD ITEMS**

### **A. COMMITTEE REPORTS**

#### Standing Finance Committee

Director Graf reported on the Finance Committee meeting held June 22, 2015.

#### 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 several legislative bills.

#### 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.

## **VII. CLOSED SESSION**

Legal counsel led the Board into closed session at 7:21 p.m. on the following agendized item:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Per Government Code Section 54957. Title: General Manager.

CONFERENCE WITH LEGAL COUNSEL — ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): one case. December 10, 2013 Notice of Violation from Central Coast Regional Water Quality Control Board

CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION: Pursuant to Government Code Section 54956.9(d)(1): Name of Case: The People of the State of California v. SCP Woodland, LLC, Carpinteria Sanitary District, et al. Santa Barbara Superior Court Case No. 1440021.

## **VIII. RECONVENE OPEN SESSION**

**A. CLOSED SESSION REPORT**

President Damron reconvened the open session at 7:50 p.m. and stated that there was no action taken on the closed session items and nothing to report.

**IX. ADJOURNMENT**

There being no further items to discuss, President Damron adjourned the meeting at 7:50 p.m.

---

Michael Damron  
President

---

Gerald Velasco  
President Pro-Tem

---

Jeff Moorhouse  
Secretary

---

Mike Modugno  
Secretary Pro-Tem

---

Lin Graf  
Treasurer