

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
July 18, 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 **July 18, 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 Legal Counsel would be absent from tonight's meeting.

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: None

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 June 13, 2017 - Special

Director Modugno made a motion, seconded by Director Damron that the Board approve the minutes of the June 13, 2017 Special Board meeting as submitted. The motion carried by the following vote:

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

V. PUBLIC FORUM

None

VI. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS: Per Government Code Section 54957.6. Agency designated representatives: Anthony Trembley, District Legal Counsel. Unrepresented employee: General Manager.

President Graf led the Board into the above referenced closed session item at 5:32 p.m.

VII. RECONVENE OPEN SESSION

A. CLOSED SESSION REPORT

President Graf reconvened the open session at 5:42 p.m. and said that there was no action to report on the closed session item.

VIII. 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
- Lab/Office HVAC Replacement
- SCAP Board Meeting Report
- SAMA Meeting Report
- CUSD Measure U Projects
- CWEA June Workshop
- Carpinteria Avenue Bridge Replacement
- Staff/Recruiting Update
- Operations Update

2. Notice of Award - Cash Contract No. 437 – Plum/Pear Street Sewer Replacement Project

General Manager reviewed his staff report related to issuing a Notice of Award for construction of the Plum/Pear Street Sewer Replacement Project to Blois Construction, Inc. of Oxnard. The single bid from Blois Construction was reviewed by Kennedy Jenks and additional assessment was conducted by District staff. Blois Construction was determined to be the lowest responsive, responsible bidder.

Director Moorhouse made a motion, seconded by Director Damron that the Board approve issuance of a Notice of Award for the Plum/Pear Street Sewer Replacement Project to Blois Construction, Inc. of Oxnard, California based on their bid amount of \$1,552,197. The motion carried by the

following vote:

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

3. Task Order No. 2017-001 – Stantec As-Needed Services – Plum/Pear Street Sewer Replacement Project Construction Management

General Manager reviewed his staff report related to approving Task Order No. 2017-001 pursuant to the existing as-needed engineering services agreement with Stantec Consulting Services. Attached was a letter proposal from Stantec outlining the scope of work and fee estimate, for \$202,000, to provide construction management, inspection and related services.

Director Damron made a motion, seconded by Director Velasco that the Board authorize the General Manager to approve Task Order No. 2017-001 pursuant to as-needed engineering services agreement with Stantec as presented. The motion carried by the following vote:

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

4. NPDES Permit Renewal – Draft Order R3-2017-0032 / NPDES No. CA0047364

General Manager reviewed his staff report related to Draft Order R3-2017-0032 prepared by the Central Coast Regional Water Quality Control Board. This order, which will renew the District's NPDES discharge permit, will be considered at a hearing of the Regional Board in September 2017.

No Board action was taken on this item.

5. Modification to FY 2017/18 Salary Matrix – Finance Director Position

General Manager reviewed his staff report related to approving an updated Salary Matrix reflecting an adjustment to the Finance Director position compensation. Based on comparative data and certain achievements, the Board Personnel Committee recommended a 5% increase in compensation for this position.

Director Damron made a motion, seconded by Director Modugno that the Board approve an updated Salary Matrix reflecting a 5% increase in compensation for the Finance Director position as proposed. The motion carried by the following vote:

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

6. 2017 CASA Annual Conference

General Manager said this item was on the agenda to provide the Board with information related to the upcoming 2017 CASA Annual Conference.

7. Amendment to Employment Agreement – General Manager

President Graf said that this item was on the agenda to review and consider for approval an amendment to the May 17, 2016 Employment Agreement between the District General Manager and the Carpinteria Sanitary District.

Director Damron, chair of the Board Personnel Committee, recommended approval of an amendment to the agreement that would result in a 3% increase in base salary for the General Manager effective July 1, 2017.

Following some discussion, Director Damron made a motion, seconded by Director Velasco that the Board approve Amendment No. 1 to General Manager Employment Agreement. The motion carried by the following vote:

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

8. 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. It was reported that the District is working with Woodard Curran (formerly RMC Water) on details related to the pending NPDES permit renewal for the District. Board members were also invited to attend a presentation on advanced water treatment (AWT) and the Monterey Pure Water Project at the District offices on Friday, July 21st.

No Board action was taken on this item.

IX. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

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

Standing Personnel Committee

Director Damron reported on the meeting held July 10, 2017.

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 requested that staff present information on cybersecurity at a future meeting.

X. ADJOURNMENT

There being no further items to discuss, President Graf adjourned the meeting at 6:30 p.m.

Lin Graf
President

Mike Modugno
President Pro-Tem

Michael Damron
Secretary

Gerald Velasco
Secretary Pro-Tem

Jeff Moorhouse
Treasurer