

**MINUTES OF THE SPECIAL MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
September 8, 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 **September 8, 2015**, at 8:00 a.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 9:00 a.m. and noted for the record that all directors were present.

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

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

Legal Counsel  
Present:                 None

Public Present:        Representatives from Blackbird Architects – During the Administration  
                              Building Replacement Project item.  
                              Representatives from Carpinteria Valley Water District and RMC – During  
                              the Recycle Water in Carpinteria item (12:45)

**II. PLEDGE OF ALLEGIANCE**

President Damron led those present in the Pledge of Allegiance.

**III. PUBLIC FORUM**

None

**IV. MATTERS BEFORE THE BOARD**

**1. Board of Directors Strategic Planning Workshop**

The District Board and Staff participated in an interactive strategic planning workshop. The following topics were discussed:

- Administration Building Replacement Project – this item included a presentation by Blackbird Architects and a roundtable discussion about building design elements, site planning and other general topics.
- Capital Facility Planning – this item included participation by District operations staff and presentations on planned capital projects through FY 2025/26, with extended discussions about District-owned lower lateral sewers.

- District Financial Status – this item included a review of the District’s balance sheet, current rate structure, capital spending and other financial matters, evaluated using a computerized financial model.
- Recycled Water in Carpinteria - this item included a presentation by RMC Water providing an update on the ongoing Recycled Water Facilities Plan.
- CSD Mission Statement and Vision Statement – the Board reviewed the District’s current mission and vision and validated them on a go forward basis.

A comprehensive summary report will be prepared and presented to the Board for consideration at a later date.

President Damron excused himself from the meeting at 1:10. President Pro-Tem Velasco presided over the remainder of the meeting.

**2. Notice of Award – Cash Contract No. 427 Via Real Sewer Main Relocation Project**

General Manager reviewed his staff report related to issuing Notice of Award for the Via Real Sewer Main Relocation Project. If approved, Notice of Award would be transmitted to Tierra Contracting, of Goleta, California. Tierra was determined to be the lowest responsive, responsible bidder with a bid amount of \$403,281. Stantec completed a comprehensive review of the bid submittals, verified licenses and bid security. A copy of their recommendation letter was attached for review.

Director Graf made a motion, seconded by Director Moorhouse that the Board approve issuance of Notice of Award for the Via Real Sewer Main Relocation Project to Tierra Contracting of Goleta, California based on their bid amount of \$403,281 as presented. The motion carried by the following vote:

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

**V. ADJOURNMENT**

There being no further items to discuss, President Pro-Tem Velasco adjourned the meeting at 2:30 p.m.

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Michael Damron  
President

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Gerald Velasco  
President Pro-Tem

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Jeff Moorhouse  
Secretary

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Mike Modugno  
Secretary Pro-Tem

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Lin Graf  
Treasurer