

**MINUTES OF THE REGULAR MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
September 15, 2015**

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 **September 15, 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 72 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

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 AGENDA**

President Damron 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 MEETING OF August 25, 2015**

Director Modugno made a motion, seconded by Director Moorhouse that the Board approve the Minutes of the August 25, 2015 Special 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

**BOARD APPROVAL OF MINUTES OF THE MEETING OF September 8, 2015**

Director Moorhouse made a motion, seconded by Director Graf that the Board approve the Minutes of the September 8, 2015 Special 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

**V. PUBLIC FORUM**

None

**VI. MATTERS BEFORE THE BOARD**

**1. General Manager's Status Report**

General Manager reviewed his written report regarding the following:

- SAMA Meeting Report
- ASHT Replacement Project Update
- Operations Update

**2. Cash Contract 427 – Tierra Contracting, Inc. – Via Real Sewer Main Relocation Project**

General Manager reviewed his staff report related to Cash Contract No. 427 between the District and Tierra Contracting, Inc. for the Via Real Sewer Main Relocation Project. The Project involves relocation of an existing 14-inch cast iron sewer crossing of Carpinteria Creek just north of US101. Relocation of the pipe is necessary to accommodate the upcoming Linden Avenue & Casitas Pass Road Interchanges Project being undertaken by CalTrans. CalTrans has agreed to pay for the full cost of relocating the existing sewer to accommodate their highway improvements.

If approved, the total contract amount will be \$403,281 and the working period is 50 days from issuance of Notice to Proceed.

Director Moorhouse made a motion, seconded by Director Graf that the Board approve and execute Cash Contract No. 427 between the District and Tierra Contracting, Inc. for the Via Real Sewer Main Relocation Project. The motion carried by the following vote:

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

**3. Amendment No. 2 to Cash Contract No. 415 – Stantec (Penfield & Smith) – CalTrans Utility Agreement No. 05-UT-0897.223 – US 101 Widening and Bridge Replacement Project**

General Manager reviewed his staff report related to approving Amendment No. 2 to Cash Contract No. 415 between the District and Stantec Consulting for permitting services necessary for relocation of District infrastructure in association with the US 101 widening and bridge replacement project. A

total fee amendment of \$116,176 is proposed. If approved the revised contract amount would be \$232,176 and the contract performance period has been extended through the end of 2015.

Director Moorhouse made a motion, seconded by Director Modugno that the Board approve Amendment No. 2 to Cash Contract No. 415 between the Carpinteria Sanitary District and Stantec Consulting Services, increasing the authorized fee by \$116,176 to \$232,176. The motion carried by the following vote:

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

**4. Emergency SCADA Server Replacement – Cash Contract No. 428 – AIA Automation**

General Manager reviewed his staff report related to Cash Contract No. 428. The District's SCADA is one of the most critical system components as it provides continuous monitoring of plant operations. Over the last several months the SCADA server has malfunctioned. District staff has issued a purchase order for the equipment procurement and has directed AIA Automation to proceed with programming, setup and testing of the new equipment.

Staff recommends that the Board 1) Approve of a new Capital Improvement Project for FY 2015/16 entitled SCADA Server Replacement Project; 2) Approve Cash Contract No. 428 between the District and AIA Automation, Inc. ; and 3) Approve direct procurement of two Dell servers and associated software licenses to replace the failed equipment.

Director Moorhouse made a motion, seconded by Director Modugno that the Board 1) Approve of a new Capital Improvement Project for FY 2015/16 entitled SCADA Server Replacement Project; 2) Approve Cash Contract No. 428 between the District and AIA Automation, Inc. ; and 3) Approve direct procurement of two Dell servers and associated software licenses to replace the failed equipment.

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

**5. Approve the 2011/12, 2012/13, 2013/14 & 2014/15 Salary Schedules as Required by California Code of Regulation Section 570.5 & 571.**

General Manager reviewed his staff report related to the District salary schedules. Staff has been working in coordination with staff from the CalPERs Office of Audit Services to resolve findings from an audit that was conducted in September 2014.

Attached were updated salary schedules for FY 2011/12, 2012/13, 2013/14 and 2014/15 modified to include a line item for the Board approved General Manager salary as required by California Code of Regulations Section 570.5 & 571.

Director Moorhouse made a motion, seconded by Director Velasco that the Board approve the modified FY 2011/12, 2012/13, 2013/14 and 2014/15 salary schedules 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

**6. RESOLUTION No. R-286 – Celebrating the 50<sup>th</sup> Anniversary of the City of Carpinteria**  
The Board reviewed and considered adopting Resolution No. R-286 – Celebrating the 50<sup>th</sup> Anniversary of the City of Carpinteria.

Director Graf made a motion, seconded by Director Velasco that the Board adopt Resolution No. R-286. The motion carried by the following roll call vote:

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

**VII. BOARD ITEMS**

**A. COMMITTEE REPORTS**

Standing Finance Committee

None.

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

None.

**VIII. ADJOURNMENT**

There being no further items to discuss, President Damron adjourned the meeting at 6:12 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