

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
December 1, 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 **December 1, 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 Legal Counsel would be absent from tonight's meeting and that Director Velasco is not present but is expected.

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: None

Public Present: Danna McGrew and Tracey Solomon of Bartlett, Pringle and Wolf, LLP

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 November 3, 2015

Board Clerk noted one correction. Page 1, Item IV Board Approval of Minutes of the Meeting of October 20, 2015. AYES vote should indicate 4 not 1.

Director Graf made a motion, seconded by Director Moorhouse that the Board approve the Minutes of the November 3, 2015 Regular Board meeting as modified. The motion carried by the following vote:

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

V. PUBLIC FORUM

None

VI. MATTERS BEFORE THE BOARD

President Damron noted for the record that Director Velasco had arrived.

1. Comprehensive Annual Financial Report and Audited Financial Statements for Fiscal Year 2014/2015

General Manager introduced Danna McGrew and Tracey Solomon of Bartlett, Pringle & Wolf, Certified Public Accountants. General Manager asked the District's Finance Director, Hamid Hosseini, to present this agenda item.

Finance Director reviewed his staff report and related supplemental financial reports. Ms. McGrew and Ms. Solomon provided the Board and staff with an oral summary of the CAFR contents. They indicated that the District received an unqualified opinion and reviewed several GASB required letters that supplement the CAFR

President Damron thanked staff and Bartlett, Pringle and Wolf for their efforts.

Director Moorhouse made a motion, seconded by Director Graf that the Board adopt the Comprehensive Annual Financial Report for the year ended June 30, 2015 and that the Finance Director be authorized to distribute the necessary reports and file the State Controller's Report with the State of California. The motion carried by the following vote:

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

2. Cash Contract No. 430 – Blackbird Architects, Inc. – Administration Building Replacement Project

General Manager reviewed his staff report related to Cash Contract No. 430 between the District and Blackbird Architects, Inc., for architectural design services related to the Administration Building Replacement Project. If approved, Cash Contract No. 430 would engage Blackbird Architects as outlined in their proposed scope of work letter, dated October 21, 2015, with a not to exceed contract amount of \$274,280.

Director Graf made a motion, seconded by Director Modugno that the Board approve Cash Contract No. 430 between the District and Blackbird Architects, Inc. for architectural design services related to the Administration Building Replacement Project. The motion carried by the following vote:

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

3. 2016 CASA Winter Conference

President Damron said this item was on the agenda as an informational item for any Board member who might want to attend the 2016 CASA Winter Conference to be held in Palm Springs on January 20-22, 2016. President Damron suggested that any Board member who was interested to contact the Office Manager/Board Clerk.

4. General Manager's Status Report

General Manager reviewed his written report regarding the following:

- Community Open House
- Employee Recognition
- Via Real Main Sewer Relocation Project Update
- ASHT Replacement Project Update
- SAMA Meeting Report
- SCAP Meeting Report
- Joint El Nino Coordination Meeting
- Operations Update

VII. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

Director Graf reported on the meeting held November 16, 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

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

CalPERS Unfunded Liability

VIII. ADJOURNMENT

There being no further items to discuss, President Damron adjourned the meeting at 6:40 p.m.

Michael Damron
President

Gerald Velasco
President Pro-Tem

Jeff Moorhouse
Secretary

Mike Modugno
Secretary Pro-Tem

Lin Graf
Treasurer