

**MINUTES OF THE REGULAR MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
December 6, 2016**

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 6, 2016**, 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 Pro-Tem Graf called the meeting to order at 5:30 p.m. and noted for the record that President Velasco would be absent from tonight's meeting.

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

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

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

Public Present:       None

**II. PLEDGE OF ALLEGIANCE**

President Pro-Tem Graf led those present in the Pledge of Allegiance.

**III. BOARD APPROVAL OF AGENDA**

President Pro-Tem 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 November 15, 2016**

Director Damron made a motion, seconded by Director Modugno that the Board approve the Minutes of the November 15, 2016 Regular Board meeting as submitted. The motion carried by the following vote:

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

**V. PUBLIC FORUM**

None

## VI. MATTERS BEFORE THE BOARD

### A. GENERAL REPORTS:

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

General Manager reviewed his written report regarding the following items:

- SCAP Annual Report
- Admin Building Replacement Project Update
- CASA Utility Leadership Committee
- Aeration Blower Project Update
- CSRMA Update
- Operations Update

#### 2. Annual Board Reorganization

President Pro-Tem Graf said this was the time the Board established officers, meeting place, meeting time and other housekeeping functions required annually by law. President Pro-Tem Graf called for nominations for the positions of the Board.

Director Damron made a motion, seconded by Director Moorhouse that the Board appoint Director Graf as President.

Director Damron made a motion, seconded by Director Graf that the Board appoint Director Modugno as President Pro-Tem.

Director Modugno made a motion, seconded by Director Moorhouse that the Board appoint Director Damron as Secretary.

Director Moorhouse made a motion, seconded by Director Damron that the Board appoint Director Velasco as Secretary Pro-Tem.

Director Damron made a motion, seconded by Director Modugno that the Board appoint Director Moorhouse as Treasurer.

The motions carried by the following vote:

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

The Board discussed the standing committee appointments and made the following appointments:

- Finance Committee: **Chair** - Director Moorhouse; **Member** – Director Velasco
- Personnel Committee: **Chair** - Director Damron; **Member** – Director Modugno
- Public Relations Committee: **Chair** - Director Modugno; **Member** – Director Damron
- Local Utilities Committee: **Member** - Director Moorhouse; **Member** – Director Graf

The Board discussed the Ad-Hoc committee appointments and made the following appointments:

- Facilities Planning Committee: **Member** - Director Modugno; **Member** – Director Damron

The Board discussed the joint powers authority assignments and made the following appointments:

- Coastal Districts Financing Authority: **Member** - Director Graf; **Member** – Director Modugno
- California Sanitation Risk Management Authority: **Committee Member** – Director Moorhouse

Director Moorhouse made a motion, seconded by Director Modugno that the Board approve the committee assignments as presented. The motion carried by the following vote:

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

The Board discussed and reaffirmed the following:

- Musick, Peeler & Garrett LLP as Legal Counsel
- Craig Murray, P.E. as General Manager
- 5300 Sixth Street as the place of regular meetings of the Board
- The first and third Tuesday of each month as the days of the regular meetings of the Board, unless the first and third Tuesday fell on a national holiday
- 5:30 p.m. as the time of the regular meetings of the Board
- Section 54956 and 54956.5 of the Government Code designated as the manner by which special and emergency meetings respectively would be called
- Compensation to Directors, as established by Board Resolution for attendance at regular, special, adjourned meetings of the Board of Directors, committee meetings, seminars, conferences and other meetings

Director Moorhouse made a motion, seconded by Director Damron that the Board approve and adopt the organizational provisions as presented, and order the Secretary to file a Statement of Facts with the Secretary of State and the County as required by law. The motion carried by the following vote:

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

### **3. Cash Contract No. 441 – National Plant Services, Inc. – Lower Lateral Rehabilitation Project**

General Manager reviewed his staff report related to Cash Contract No. 441 between the District and National Plant Services, Inc. for the Lower Lateral Rehabilitation Project. If approved, Cash

Contract No. 441 would engage National Plant Services based on their proposed price of \$234,643.

Director Damron made a motion, seconded by Director Modugno that the Board approve and execute Cash Contract No. 441 between the District and National Plant Services, Inc. for the Lower Lateral Rehabilitation Project. The motion carried by the following vote:

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

#### **4. Carpinteria Valley Recycled Water Program**

General Manager said that this item was on the agenda as requested at a previous meeting for the purpose of providing the Board with updates related to the Carpinteria Valley Recycled Water Program. A questionnaire from the Carpinteria Valley Water District was distributed for review.

After Board discussion there was consensus to direct staff to pursue a recycled water Board workshop facilitated by a qualified consultant for the purpose of determining policy related to agency roles and responsibilities in a possible joint recycled water program for the Carpinteria Valley.

## **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

Director Moorhouse reported on the upcoming legislative agenda.

#### 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 Graf adjourned the meeting at 6:56 p.m.

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Lin Graf  
President

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Mike Modugno  
President Pro-Tem

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Michael Damron  
Secretary

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Gerald Velasco  
Secretary Pro-Tem

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Jeff Moorhouse  
Treasurer