

AGENDA
**FOR THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
TO BE HELD January 16, 2018**

The regular meeting of the Governing Board will be held commencing at 5:30 p.m. The location of the meeting is at 5300 Sixth Street, Carpinteria, California.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. BOARD APPROVAL OF AGENDA AS [SUBMITTED] [MODIFIED]
Board President asks the Board, public, staff, and legal counsel if there are any additions and/or modifications to the Agenda.

IV. APPROVAL OF MINUTES AS [SUBMITTED] [MODIFIED]
December 19, 2017

V. PUBLIC FORUM
The public may address the Governing Board on items of interest to the public which are not already on this evening's agenda and are within the subject matter jurisdiction of the Board. The time allotted for this discussion shall be pursuant to Board Bylaws.

VI. MATTERS BEFORE THE BOARD

A. GENERAL REPORTS:

1. General Manager's Status Report (Pages 1 - 2)

Description: General Manager to review his written report regarding the following issues:

- Quarterly Incident Report
- Plum/Pear Sewer Replacement Project Update
- Administration Building Replacement Project
- Operations Update

2. January 9, 2018 Storm and Flash Flood Event Update

Description: The Board to receive an oral report and presentation related to the January 9, 2018 storm event and associated impacts throughout the District's service area.

Staff Recommendation: None.

3. **RESOLUTION NO. R-306** (Pages 3 - 6)
Declaring an Emergency With Regard to Certain District Facilities, Authorizing Remedial Work to be Performed Without Competitive Bidding, Declaring the Project to be Exempt From the Requirements of the California Environmental Quality Act, and Making Necessary Findings Thereof

Description: Board to consider adoption of Resolution No. R-306 declaring an emergency condition due to structural damage to the flood control structure and flood wall protecting the District's wastewater treatment facility on its eastern perimeter bordering Carpinteria Creek as presented.

Staff Recommendation: Staff recommends that the Board adopt Resolution No. R-306.

4. **Carpinteria Valley Recycled Water Program**

Description: The Board will receive an update status report on the Carpinteria Valley Recycled Water Program being pursued in conjunction with the Carpinteria Valley Water District. Information on current activities and future tasks or milestones will be presented.

Staff Recommendation: That the Board review information and provide input and direction to staff as necessary.

VII. **BOARD ITEMS**

A. **COMMITTEE REPORTS**

Description: Verbal reports by the committee chairperson(s) of the following committees:

- Standing Finance Committee
- Standing Personnel Committee
- Standing Public Relations Committee
- Standing Utilities Committee
- AD-Hoc Facilities Planning Committee

B. **GENERAL ITEMS**

1. CASA Legislative Committee Report (Jeff Moorhouse)
 - Discussion of pending legislation and/or regulatory matters affecting CASA member agencies, and pending CASA activities
2. LAFCO Report (Jeff Moorhouse)
3. SBCSDA (Santa Barbara – California Special Districts Association) Report
4. CSRMA Report (Jeff Moorhouse)
5. Board Member Vacation Dates
6. Future Agenda Items

VIII. ADJOURNMENT

FURTHER INFORMATION AVAILABLE

A staff report providing more detailed information is available for most agenda items and may be reviewed in the District office during regular hours (Monday - Friday from 8:00 a.m. to 12:00 p.m. and/or 1:00 p.m. to 5:00 p.m.). Copies of individual reports may be requested at this office. Call (805) 684-7214 extension 10 for more information.

In compliance with the Ralph M. Brown Act and the Americans with Disabilities Act, if you need a disability-related modification, accommodation, or other special assistance to participate in this meeting, please contact the District's Board Secretary at (805) 684-7214, extension 10, at least 48 hours prior to the start of the meeting.

Next Ordinance Available.....#17
Next Resolution Available.....R-307
Posting Date.....1/12/18

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
December 19, 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 **December 19, 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 that Director Modugno would be absent from tonight's meeting.

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

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

Legal Counsel
Present: Anthony Trembley – Law Office of Anthony H. Trembley

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 MEETING OF December 5, 2017

Board Clerk noted one change to the minutes of December 5, 2017.

Page 3, Item VI. 4 the record should reflect that Director Moorhouse was absent, therefore the vote was AYES: 4 - Graf, Velasco, Modugno, Damron; NOES: 0; ABSENT: 1 – Moorhouse; ABSTAIN: 0.

Director Damron made a motion, seconded by Director Velasco that the Board approve the minutes of the November 5, 2017 Regular Board meeting as modified. The motion carried by the following vote:

AYES:	3	Graf, Velasco, Damron
NOES:	0	None
ABSENT:	1	Modugno
ABSTAIN:	1	Moorhouse

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:

- Thomas Fire Impacts
- Plum/Pear Sewer Replacement Project Update
- SocialREN Implementing Energy Efficiency Webinar
- CASA Non-Flushables Task Force
- Administration Building Replacement Project
- Operations Update

2. Roll-Off Truck Procurement Authorization

General Manager reviewed his staff report related the procurement authorization of a used 2006 International truck and roll-off assembly for use within the District's wastewater treatment facility. If approved, the District would pay a deposit to the vendor to cover the cost of the roll-off assembly installation by a third party. The final payment would not be made until delivery and inspection of the vehicle. The authorized CIP project budget is \$30,000.

Director Moorhouse made a motion, seconded by Director Damron that the Board approve the purchase of a used roll-off truck from Mission City Auto Leasing for a cost not to exceed \$30,000, and authorize District staff to execute the procurement. The motion carried by the following vote:

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

3. 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.

No Board action was taken on this item.

4. Annual Board Reorganization

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

After Board discussion it was determined to maintain the current Board and committee positions.

BOARD AND COMMITTEE DETERMINATIONS:

Director Graf as President.

Director Modugno as President Pro-Tem.

Director Damron as Secretary.

Director Velasco as Secretary Pro-Tem.

Director Moorhouse as Treasurer.

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

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

Coastal Districts Financing Authority: **Member** - Director Graf; **Member** – Director Modugno

California Sanitation Risk Management Authority: **Committee Member** – Director Moorhouse

Director Damron made a motion, seconded by Director Velasco that the Board approve to maintain the current Board and Committee determinations. The motion carried by the following vote:

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

The Board discussed and reaffirmed the following:

- The Law Office of Anthony H. Trembley 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. The motion carried by the following vote:

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

VII. **BOARD ITEMS**

A. **COMMITTEE REPORTS**

Standing Finance Committee

Director Moorhouse reported on the meeting held December 19, 2017.

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 Graf adjourned the meeting at 5:58 p.m.

Lin Graf
President

Mike Modugno
President Pro-Tem

Michael Damron
Secretary

Gerald Velasco
Secretary Pro-Tem

Jeff Moorhouse
Treasurer



Carpinteria Sanitary District

Board of Directors Meeting
General Manager's Status Report

TO: Board of Directors
FROM: Craig Murray, P.E. – General Manager
SUBJECT: General Manager's Status Report
DATE: January 16, 2018

Quarterly Incident Report. Attached is a summary table detailing incidents, complaints and other customer interactions during the fourth quarter of 2017.

Plum/Pear Sewer Replacement Project Update. Blois' operations were impacted by the major storm event on 1/9 and associated road closures. Extensive efforts in preparation for the storm were effective and no major rain-related issues resulted from the rain or localized flooding. During the week prior a long pipebursting pull was cut short when the bursting head detached from the pipe string approximately 100 feet short of the exit pit. This required an unplanned excavation in the backyard of a customer (within our easement). A new pull commenced from this point the following day and the segment was completed with an electrofusion coupling at this spot. Backfill and pavement restoration activities have been ongoing in Plum Street and in the Vista Del Estero complex. The bypass piping and Ramplox ramps were removed and a new bypass system is being established from Santa Monica Creek to Lift Station No. 2. This system will remain in place until the work is completed. For safety reasons, a shallow trench will be cut across Sandyland Cove Road to recess the new bypass and dewatering pipes. We are processing Progress Payment No. 3 and two Owner-initiated change order requests. Blois requested approval to substitute their CIPP lining subcontractor and we have taken steps required by the Public Contract Code to authorize this change.

Administration Building Replacement Project. The Architectural Review Board meeting scheduled for January 11th was cancelled by the City of Carpinteria. It will be rescheduled for January 25, 2018. The City has required us to keep the story poles in place through that time. District staff again met with neighbors concerned about proposed removal of the blue gum eucalyptus trees on the property.

Operations Update: WWTP and Collection System operations updates are as follows:

- The treatment plant is operating in full compliance with our NPDES discharge permit.
- Numerous maintenance projects have been completed throughout the plant, including annual calibration of all flow meters by an independent contractor.
- AIA Automation completed several SCADA system updates that have been ongoing.
- New primary clarifier valves and motorized operators were delivered and will be installed by CSD staff.
- We received new CIRGIS 3-inch pixel aerial imagery for use in our GIS application. We budgeted to partially fund this cooperative effort that will greatly enhance our digital mapping system.
- The collection system is performing well. No mainline or lower lateral blockages or SSOs were reported during the period.

**CARPINTERIA SANITARY DISTRICT
 QUARTERLY SUMMARY INCIDENT REPORT
 October 1 - December 31, 2017**

Date	Location	Incident/Complaint	Determination/Resolution
10/16/2017	Vallecito @ Ogan	Blockage	Collection staff responded to a blockage call. Lateral was blocked with roots. The jetter was used to clear the roots and the line was put on a maintenance schedule.
11/23/2017	Avenue Del Mar	E-One	Collection staff responded to a call of an E-One alarm. Staff replaced pump and verified all was well with the control box.
12/26/2017	Avenue Del Mar	E-One	Collection staff responded to a call of an E-One alarm. Staff replaced pump.
12/30/2017	Cameo	Blockage	Collection staff responded to a stoppage call. The mainline was checked and had good flow. The homeowner was notified that the problem was within the private sewer lateral.
12/31/2017	Plum Street	Water Leaking	Staff responded to a call from a resident on Plum Street. Caller stated that water was leaking from a pipe at the construction site. Blois was dispatched to remedy a leak from a small diameter groundwater dewatering pipe.



Carpinteria Sanitary District

Board of Directors Meeting

STAFF REPORT

TO: Board of Directors

FROM: Craig Murray, P.E. - General Manager

SUBJECT: RESOLUTION No. R-306: Declaring an Emergency With Regard to Certain District Facilities, Authorizing Remedial Work to be Performed Without Competitive Bidding, Declaring the Project to be Exempt From the Requirements of the California Environmental Quality Act, and Making Necessary Findings Thereof

DATE: January 11, 2018 (for January 16, 2018 Board Meeting)

REQUESTED ACTION: That the Board review and consider adopting Resolution R-306 which finds that an emergency condition exists related to potential structural damage to the existing flood wall and embankment on the western bank of Carpinteria Creek protecting the District's wastewater treatment facility, authorizes the General Manager to proceed with emergency work, and determines that the work is exempt from the competitive bidding requirements of the Public Contract Code and from the California Environmental Quality Act.

BACKGROUND: The District's wastewater treatment facility sits adjacent to Carpinteria Creek and is protected on its eastern boundary by a concrete embankment and a masonry block floodwall that sits atop the embankment. The northeast corner of the plant is situated directly below a bend in the creek channel such that hydraulic energy is focused on the embankment at that location. On Tuesday morning, January 9th, a catastrophic flash flood event occurred following a period of intense rainfall. Debris from the watershed upstream, that was denuded by the Thomas Fire, contributed to massive scour in the creek bed adjacent to the plant. Damage to upstream areas was widespread, including flows of debris, mud and water onto 6th Street. At the treatment plant site, although the water and debris flow came within feet of overtopping the floodwall, ultimately this system prevented flooding impacts to the facility.

Following the storm event, when creek flows receded, District staff performed an inspection of the flood wall and embankment. It appears that the slab foundation supporting the concrete embankment dropped several feet, likely having been undercut by scour from the extreme flow event and the heavy debris load. Visibly, it appears the flowline of the creek has been scoured between 5 and 10 feet. At this point, the extent of the structural damage is uncertain. We have engaged Stantec under their existing as-needed engineering agreement to mobilize staff with expertise in structural and geotechnical engineering for flood protection structures such as this. We have also directed support from Stantec in the area of documenting and processing FEMA recovery and assistance.

The void that appears to exist between the embankment and the floodwall represents a significant vulnerability and failure threat. It is early January and additional winter rains are anticipated. If and when the creek rises to this level erosion in this void could potentially cause catastrophic failure of the flood wall and allow the wastewater treatment facility to flood. Potential impacts include structural damage to critical infrastructure and impacts to water quality and public health.

In my professional engineering opinion, the public interest and necessity in this circumstance demand the immediate expenditure of District funds for emergency repairs to prevent such adverse consequences and to maintain essential services to safeguard life, health, and property

As of January 11th, a remedial work plan has not yet been determined. Additional information will be provided at the January 16th Board meeting. Response measures may include interim steps to protect the existing system from further damage and/or permanent structural repairs. District staff is also coordinating with City of Carpinteria Public Works and other agencies on the assessment and future remedies. Depending on the developed scope of work, we expect to engage a qualified contractor on an emergency basis to proceed with the response efforts.

Resolution No. R-306, if adopted, would provide the required determination that an emergency condition exists pursuant to Public Contract Code sections 20806 and 1102. This would exempt the district from competitive bidding requirements and allow the District to immediately proceed with construction activities to address the emergency condition. The resolution would authorize the General Manager to proceed with the project and expend necessary funds. Resolution No. R-306 further finds that the proposed emergency work is statutorily exempt from environmental review under the California Quality Act and authorizes filing of a Notice of Exemption (NOE). A copy of the proposed NOE is attached.


Section 20806 of the Public Contract Code requires that this resolution pass by a four-fifths majority vote.

RECOMMENDATION: Staff recommends that the Board adopt Resolution R-306

SUGGESTED MOTION: I move that the Board adopt Resolution No. R-306.

M _____ S _____

Ayes: _____ Nays: _____ Abstentions: _____

Prepared By:  _____
Craig Murray, P.E. - General Manager

Attachments: Resolution No. R-306
Notice of Exemption

RESOLUTION NO. R-306

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CARPINTERIA SANITARY DISTRICT DECLARING AN EMERGENCY WITH REGARD TO CERTAIN DISTRICT FACILITIES, AUTHORIZING REMEDIAL WORK TO BE PERFORMED WITHOUT COMPETITIVE BIDDING, DECLARING THE PROJECT TO BE EXEMPT FROM THE REQUIREMENTS OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, AND MAKING NECESSARY FINDINGS THEREOF

WHEREAS, the Carpinteria Sanitary District (“District”) owns a municipal wastewater treatment facility (“Facility”) located at 5351 Sixth Street in Carpinteria, California that provides wastewater treatment for approximately 16,500 users;

WHEREAS, the Facility is located adjacent to Carpinteria Creek and is protected on its eastern perimeter by a concrete embankment and a masonry block flood wall; and

WHEREAS, on the morning of January 9, 2018, an extreme flash flood event occurred within Carpinteria Creek, exacerbated by intense rainfall in a watershed that had been denuded by the recent Thomas Fire; and

WHEREAS, on such date very significant scouring of the creek channel and banks appears to have resulted in damage to the structural flood protection for the Facility, specifically it appears that the foundation slab supporting the concrete embankment was undercut and dropped away from the embankment it was supporting; and

WHEREAS, the current weakened structural condition of this flood control system represents a clear and imminent danger to the Facility; and

WHEREAS, failure to undertake remedial measures in advance of future rain events could result in failure of the flood wall and subsequent flooding of the Facility, and as such requires immediate corrective action and expenditure of District funds to prevent such failure, and to protect water quality, the environment and the provision and maintenance of public services essential to the public health, safety and welfare; and

WHEREAS, the described occurrence and the existing condition of the Facility’s flood wall as described herein constitutes an “emergency” for purposes of Public Contract Code Sections 20806 and 1102, respectively, and Public Resources Code Section 21060.3; and

WHEREAS, the existing conditions will not permit a delay resulting from a competitive solicitation for bids for the corrective action (the “Work”) and immediate action is necessary to respond to the emergency, pursuant to Public Contract Code Section 22050; and

WHEREAS, the Work to be performed is statutorily exempt from environmental review under the California Environmental Quality Act pursuant to Public Resources Code Sections 21080(a)(2) and 21080(a)(4) and 14 Cal. Regs. Sections 15269(b) and 15269(c);

NOW, THEREFORE, based on the staff reports concerning the issues set forth above and this resolution, and District staff's presentation at the January 16, 2018 Board meeting, the Board of Directors hereby resolves as follows:

1. Regarding the existing condition of the damaged flood protection structures at the wastewater treatment facility, the Board finds that an "emergency" exists within the meaning of Public Contract Code sections 20806 and 1102, and further finds that the public interest and necessity demand the immediate expenditure of District funds for the Work to safeguard life, health and property.
2. The Board further finds, pursuant to Public Contract Code section 22050(a)(2), that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that immediate commencement of the Work is necessary to respond to the emergency.
3. Pursuant to Public Contract Code Section 22050(b)(1), the Board directs the General Manager to immediately proceed with and expend funds for the Work, without giving notice for competitive bids.
4. The Board further finds that the Work is statutorily exempt from environmental review under the California Quality Act pursuant to Public Resources Code Sections 21080(a)(2) and 21080(a)(4), and 14 Cal. Code of Regs. Section 15269(b) and 15269(c). The Board hereby directs the District staff to file a Notice of Exemption with the Clerk of the Board of Supervisors for the County of Santa Barbara.
5. The above recitals are incorporated herein by reference and adopted as findings.

PASSED AND ADOPTED by the Governing Board of the Carpinteria Sanitary District on the 16th day of January 2018 by the following vote to wit:

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

Resolution No. R-306 was thereupon declared, carried, and adopted. Dated this 16th day of January 2018.

We certify that the above is a true and correct copy of Resolution No. R-306, adopted by the Board of Directors of the Carpinteria Sanitary District on January 16, 2018.

APPROVED:

Lin Graf
President, Board of Directors

ATTEST:

Michael Damron
Secretary, Board of Directors