

**MINUTES OF THE REGULAR MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
November 7, 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 **November 7, 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 for the record that all Directors were present at tonight's meeting.

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

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

Legal Counsel  
Present:                Anthony 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 October 3, 2017**

Board Clerk noted one proposed amendment to strike *Musick, Peeler & Garrett* from page one, heading Legal Counsel Present.

Director Modugno made a motion, seconded by Director Damron that the Board approve the minutes of the October 3, 2017 Regular Board meeting as modified. The motion carried by the following vote:

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

**V. PUBLIC FORUM**

None

**VI. MATTERS BEFORE THE BOARD**

**A. GENERAL REPORTS:**

**1. Comprehensive Annual Finance Report and Audited Financial Statements – Fiscal Year 2016/17**

General Manager introduced Richard Teaman of Teaman, Ramirez & Smith, Certified Public Accountants.

Mr. Teaman provided the Board and staff with an oral summary of the CAFR contents. He indicated that the District received an unqualified opinion and that the District’s financial management continues to be very solid. Mr. Teaman reviewed several GASB required letters that supplement the CAFR. There was discussion related to the CalPERS unfunded liability obligation included in the financial statements.

Finance Director reviewed his staff report and related supplemental financial reports.

Director Moorhouse made a motion, seconded by Director Modugno that the Board adopt the Comprehensive Annual Financial Report for the year ended June 30, 2017 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, Damron, Graf, Modugno, Moorhouse
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

**2. General Manager’s Status Report**

General Manager reviewed his written report regarding the following items:

- SBCSDA Chapter Meeting
- CIP Procurement Update
- Annual Outfall Update
- Energy Savings Update
- Operations Update

**3. Change Order No. 1 to Cash Contract No. 437 – Plum/Pear Street Sewer Replacement Project**

General Manager reviewed his staff report related to Change Order No. 1 to Cash Contract No. 437 with Blois Construction for the Plum/Pear Street Sewer Replacement Project. Changes include a reduction in pipe diameter and pipebursting under the Santa Monica Creek Channel in lieu of auger boring. If approved, Change Order No. 1 to Cash Contract No. 437 would result in a credit of \$143,843, reducing the contract price to \$1,408,354.

Director Velasco made a motion, seconded by Director Modugno that the Board approve Change Order No. 1 to Cash Contract No. 437 with Blois Construction as presented. The motion carried by the following vote:

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

ABSENT: 0 None  
ABSTAIN: 0 None

**4. Engagement Letter – Law Office of Anthony H. Trembley**

General Manager reviewed his staff report related to an Engagement Agreement for general legal services with the Law Office of Anthony H. Trembley

After Board discussion, Director Damron made a motion, seconded by Director Moorhouse that the Board approve the Engagement Agreement between the District and the Law Office of Anthony H. Trembley, dated October 12, 2017, as presented. The motion carried by the following vote:

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

**5. Chaptered Legislation Overview – SB 229 and AB 967**

General Manager reviewed his staff report related SB 229 and AB 967. This item was presented as an opportunity for the Board and staff to discuss new legislation that may impact the District. Direction was given to staff to monitor these new laws going forward to assess applicability to the agency.

No action was taken.

**6. 2018 CASA Winter Conference**

General Manager said this item was on the agenda as an informational item for any Board member who might want to attend the 2018 CASA Winter Conference to be held in Palm Springs on January 24-26, 2018. President Graf suggested that any Board member who was interested to contact the Office Manager/Board Clerk.

No action was taken.

**7. 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.

**VII. BOARD ITEMS**

**A. COMMITTEE REPORTS**

Standing Finance Committee

Director Moorhouse reported on the meeting held October 23, 2017.

Standing Personnel Committee

None.

Standing Public Relations Committee

None.

Standing Utilities Committee

None.

Ad-Hoc Facilities Planning Committee

Director Modugno reported on the meeting held October 12, 2017.

**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 6:37 p.m.

\_\_\_\_\_  
Lin Graf  
President

\_\_\_\_\_  
Mike Modugno  
President Pro-Tem

\_\_\_\_\_  
Michael Damron  
Secretary

\_\_\_\_\_  
Gerald Velasco  
Secretary Pro-Tem

\_\_\_\_\_  
Jeff Moorhouse  
Treasurer