

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
December 5, 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 5, 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 Director Moorhouse would be absent from tonight's meeting and that Legal Counsel would be participating via teleconference.

Directors Present: Lin Graf – President
 Mike Modugno – President Pro-Tem
 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 (via teleconference)

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 November 7, 2017

Director Damron made a motion, seconded by Director Velasco that the Board approve the minutes of the November 7, 2017 Regular Board meeting as submitted. The motion carried by the following vote:

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

- Employee Recognition
- SAMA Meeting Report
- SCAP Board of Directors Meeting
- Carpinteria Avenue Bridge Replacement
- CalTrans Bridge Replacement
- Operations Update

2. Administration Building Replacement Project Update – Development Impact Fee Waiver Request

General Manager reviewed his staff report related to the Administration Building Replacement Project. On November 2, 2017 the City of Carpinteria issued a Determination of Application Completeness. A copy of the letter was attached for reference.

The District engaged Duke McPherson to prepare an arborist report as directed by the City. Additionally, Cash Contract No. 454 was issued to Eric Hawner Construction for installation of story poles ahead of the scheduled December 14th Architectural Review Board meeting. A copy of Cash Contract No. 454 was attached for reference.

If approved, the attached Development Impact Fee Waiver Request letter would be sent from the Board President to the City Mayor requesting a development impact fee waiver or reduction for this public project.

Director Damron made a motion, seconded by Director Modugno that the Board approve the December 5, 2017 letter to Mayor Fred Shaw requesting a waiver of development impact fees proposed by the City of Carpinteria for the District's Administration Building Replacement Project. The motion carried by the following vote:

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

3. Cash Contract No. 456 – AIA Automation – Main PLC Replacement and SCADA System Upgrades

General Manager reviewed his staff report related to Cash Contract No. 456 with AIA Automation for consulting services for PLC programming and related engineering support services.

Director Damron made a motion, seconded by Director Velasco that the Board approve Cash Contract No. 456 between the District and AIA Automation, Inc. as presented with a not to exceed

cost of \$21,890. The motion carried by the following vote:

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

5. Plum/Pear Street Sewer Replacement Project Update

General Manager reviewed his staff report related to an update on the Plum/Pear Street Sewer Replacement Project.

No Board action was taken on this item.

6. 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. The outreach consultant for the project has been conducting stakeholder interviews and CVWD continues their financial planning efforts.

No Board action was taken on this item.

VII. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

Director Velasco reported on the meeting held November 21, 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
Director Modugno reported on the meeting held November 27, 2017.

CSRMA Report (Jeff Moorhouse)
None.

Board Member Vacation Dates
None.

Future Agenda Items
City of Carpinteria Bridge Replacement Project.

VIII. ADJOURNMENT

There being no further items to discuss, President Graf adjourned the meeting at 6:10 p.m.

Lin Graf
President

Mike Modugno
President Pro-Tem

Michael Damron
Secretary

Gerald Velasco
Secretary Pro-Tem

Jeff Moorhouse
Treasurer