

**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.

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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