

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
March 6, 2018**

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 **March 6, 2018**, 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 all directors were present.

Directors Present: Lin Graf – President
 Mike Modugno – President Pro-Tem
 Mike Damron – Secretary
 Gerald Velasco – 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 February 6, 2018

Director Damron made a motion, seconded by Director Velasco that the Board approve the minutes of the February 6, 2018 Regular Board meeting as submitted. The motion carried by the following vote:

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

- March 1-2, 2018 Storm Event
- Treatment Plant Operator Article
- Plum/Pear Sewer Replacement Project Update
- Operations Update

2. Board Vacancy and Director Recruitment

General Manager reviewed his staff report related to the Board vacancy and Director recruitment. General Manager said that letters of interest from two prospective candidates were received prior to the March 1st deadline. One of the candidates did not reside within District boundaries.

After Board discussion, it was determined to postpone action on the item to the next regular Board meeting of March 20, 2018 where the Board would conduct an interview of the one eligible candidate, Ms. Deborah Murphy.

3. WWTP Protective Flood Wall Continuation of Emergency Action

General Manager reviewed his staff report related to the emergency condition of the apparent failure of the flood control system protecting the District's wastewater treatment facility. A physical condition assessment of the structure was completed by Stantec and a draft report was prepared outlining potential repair methods and preliminary costs. A copy was attached.

Staff participated in a Recovery Scoping Meeting with a team from FEMA and CalOES to assess damage impacts of the floodwall and debris accumulation at the District's Administration Office property.

Director Damron made a motion, seconded by Director Modugno that the Board continue the emergency action as prescribed in Resolution No. R-306. The motion carried by the following roll call vote:

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

4. Conveyance of Utility Easement (APN 001-070-012) – Director's Deed Easement and Preliminary Change of Ownership Report

General Manager reviewed his staff report related to a proposed easement document prepared by CalTrans and execution of a Preliminary Change of Ownership Report form. The Director's Deed Easement would convey a 20-foot wide utility easement centered on the District's existing pipelines on the subject parcel.

Director Damron made a motion, seconded by Director Velasco that the Board authorize the District's General Manager to execute the Preliminary Change of Ownership Report form for conveyance of the subject easement. The motion carried by the following vote:

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

5. Administration Building Replacement Project Update

General Manager reviewed his staff report related to the District's Administration Building Replacement Project. The City of Carpinteria Architectural Review Board hearing is scheduled for March 15th.

No Board action was taken on this item.

6. Amendment No. 1 to Cash Contract No. 430 – Blackbird Architects; Administration Building Replacement Project

General Manager reviewed his staff report related to approving an amendment to Cash Contract No. 430 between the District and Blackbird Architects for design services for the Administration Building Replacement Project. If approved, Amendment No. 1 would increase the authorized amount by \$26,500 making the revised contract total \$300,780. It would also extend the term of the contract through December 2018.

Director Velasco made a motion, seconded by Director Damron that the Board approve Amendment No. 1 to Cash Contract No. 430 between the Carpinteria Sanitary District and Blackbird Architects as presented. The motion carried by the following vote:

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

7. Change Order No. 2 to Cash Contract No. 437 – Blois Construction; Plum/Pear Street Sewer Replacement Project

General Manager reviewed his staff report related to approving a Change Order No. 2 to Cash Contract No. 437 between the District and Blois Construction for the Plum/Pear Street Sewer Replacement Project. If approved, Change Order No. 2 would increase the authorized amount by \$21,904.86 making the revised contract total \$1,429,448.86. Backup documentation was attached for review.

Director Modugno made a motion, seconded by Director Damron that the Board approve Change Order No. 2 to Cash Contract No. 437 with Blois Construction as presented. The motion carried by the following vote:

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

ABSTAIN: 0 None

8. Consideration of Litigation Funding Request from the Southern California Alliance of POTWs

General Manager reviewed his staff report related to Board consideration of a voluntary, one-time contribution to the Southern California Alliance of POTWs (SCAP) to support litigation of a regulatory matter affecting its member agencies.

After Board discussion, Director Damron, seconded by Director Velasco, made a motion that the Board authorize a one-time contribution to SCAP of \$1,000 to support the TST litigation. The motion carried by the following vote:

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

9. Santa Barbara LAFCO Commission – Special District Member Vacancy

General Manager reviewed his staff report related to a vacancy on the LAFCO commission. Nominations are due no later than March 16th and the election will be held March 26, 2018.

After board discussion, no nomination was made and action to designate a Board member to vote on behalf of the District was tabled to the next regular Board meeting of March 20, 2018.

10. California Special Districts Association Board of Directors – Call for Nominations

General Manager reviewed his staff report related to the call for nominations for one open seat in Region 5 for the Board of Directors of the California Special Districts Association. This item was placed on the Agenda in case anyone was interested in running for election or knew of any candidates to nominate.

No Board action was taken on this item.

11. 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. General Manager reported on the joint meeting held with Carpinteria Valley Water District and the City of Carpinteria.

No Board action was taken on this item.

12. Standing Joint Utilities Committee Appointment

President Graf appointed Director Modugno to the Standing Joint Utilities Committee. The vacancy was created by the resignation of Jeff Moorhouse.

VII. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

Director Velasco reported on the meeting held February 22, 2018.

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 6:38 p.m.

Lin Graf
President

Mike Modugno
President Pro-Tem

Michael Damron
Secretary

Gerald Velasco
Treasurer