

**MINUTES OF THE REGULAR MEETING OF THE  
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD  
July 17, 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 **July 17, 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 Director Damron would be absent from tonight's meeting.

Directors Present:     Lin Graf – President  
                              Mike Modugno – President Pro-Tem  
                              Gerald Velasco – Treasurer  
                              Debbie Murphy– Secretary Pro-Tem

Staff Present:         Craig Murray – General Manager  
                              Kim Garcia – Board Clerk

Legal Counsel  
Present:                Tony 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 June 12, 2018.**

Director Murphy made a motion, seconded by Director Velasco that the Board approve the minutes of the June 12, 2018 Special Board meeting as submitted. The motion carried by the following vote:

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

- District Staffing Update
- Employee Recognition
- Carpinteria Creek Letter of Map Revision
- Capital Project Updates
- Operations Update

#### 2. 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.

After discussion, Director Modugno made a motion, seconded by Director Murphy 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, Velasco, Modugno, Murphy
NOES:	0	None
ABSENT:	1	Damron
ABSTAIN:	0	None

#### 3. Task Order No. 2018-04 – Stantec As-Needed Services – Carpinteria Creek Embankment Repair Engineering Design

General Manager provided the Board with an overview of his staff report related to Task Order No. 2018-004 with Stantec.

If approved, Task Order No. 2018-004 would engage Stantec based on their letter proposal on a time and materials basis with a fee estimate of \$130,659 to provide engineering analysis, final design and permitting support for critical emergency repairs to the embankment and floodwall support system along the eastern perimeter of the District's wastewater treatment facility. Costs for this work are expected to be reimbursable through the FEMA Public Assistance Grant Program.

Director Murphy made a motion, seconded by Director Velasco that the Board authorize the General Manager to approve Task Order No. 2018-004 pursuant to as-needed engineering services agreement with Stantec as presented. The motion carried by the following roll call vote:

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

**4. Resolution No. R-314 – A Resolution of Application of the Carpinteria Sanitary District for the Thomson Annexation to the Carpinteria Sanitary District**

General Manager reviewed his staff report related to Resolution No. R-314. The owners of 3240 Beach Club Drive have requested annexation of their property to the Carpinteria Sanitary District.

If adopted, Resolution No. R-314 would formally request that LAFCO consider and approve the annexation application and sphere of influence amendment at their next scheduled meeting.

Director Velasco made a motion, seconded by Director Modugno that the Board adopt Resolution No. R-314 requesting that Santa Barbara LAFCO approve the Thomson Annexation to the Carpinteria Sanitary District. The motion carried by the following roll call vote:

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

**5. Resolution No. R-315: Designation of Applicant's Agent Resolution for Non-State Agencies CalOES Form 130**

General Manager reviewed his staff report related to Resolution No. R-315; Designation of Applicant's Agent. If adopted, Resolution No. R-315 would authorize the General Manager or Board President or Board Secretary to act as agent for the board on matters and agreements for state and federal disasters for a three-year period from the date of adoption.

Director Murphy made a motion, seconded by Director Velasco that the Board adopt Resolution No. R-315, Designation of Applicant's Agent for Non-State Agencies as presented. The motion carried by the following roll call vote:

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

**6. Conveyance of Utility Easement (APN 001-070-12) – Certificate of Acceptance for Director's Deed Easement**

General Manager reviewed his staff report related to a Certificate of Acceptance for Director's Deed Easement for APN 001-070-012. The District Board of Directors, at a regular meeting on March 6, 2018, approved a preliminary Change of Ownership Report form relate to conveyance of an easement from the State of California Department of Transportation to the Carpinteria Sanitary District.

Director Murphy made a motion, seconded by Director Velasco that the Board authorize the General Manager to execute a Certificate of Acceptance for the Director's Deed Easement for APN 001-070-012 as proposed. The motion carried by the following vote:

AYES:	4	Graf, Velasco, Modugno, Murphy
NOES:	0	None

ABSENT: 1 Damron  
ABSTAIN: 0 None

**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 significant updates were reported.

No Board action was taken on this item.

**VII. BOARD ITEMS**

**A. COMMITTEE REPORTS**

Standing Finance Committee

Director Modugno reported on the meeting held July 16, 2018.

Standing Personnel Committee

None

Standing Public Relations Committee

None.

Standing Utilities Committee

None.

Ad-Hoc Facilities Planning Committee

None.

**B. GENERAL ITEMS**

SBCSDA (Santa Barbara California Special Districts Association) Report

None.

CSRMA Report

None.

Board Member Vacation Dates

None.

Future Agenda Items

District Based Elections

**VIII. ADJOURNMENT**

There being no further items to discuss, President Graf adjourned the meeting at 6:24 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  
Treasurer

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Debbie Murphy  
Secretary Pro-Tem